

Records Division

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

* MINUTES OF THE 15TH BOARD OF TRUSTEES' MEETING *
* HELD ON DECEMBER 15, 1976, AT VISCA MANILA OFFICE *
* 8 LOURDES STREET, PASAY CITY *

MRS. REMEDIOS M. BASCUG
Records Officer, VISCA

MINUTES OF THE 15TH BOARD OF TRUSTEES' MEETING
HELD ON DECEMBER 15, 1976 AT VISCA MANILA OFFICE
8 LOURDES STREET, PASAY CITY

PRESENT:

Hon. Vedasto G. Suarez Assistant Secretary, DEC	- Acting Chairman
Hon. Cledualdo B. Perez, Jr. Dean, UPLB	- Member
Hon. Rufino D. Ayaso, Jr Provincial Agriculturist Bureau of Agricultural Extension	- Member
Hon. Fernando A. Bernardo President, VISCA	- Member

ABSENT:

Hon. Jesus C. Alix Director, Bureau of Agricultural Economics	- Member
Hon. Lauro A. Castillo District Officer Bureau of Lands	- Member

OTHERS PRESENT:

Dr. Cesar C. Jesena, Jr. Vice President for Development and External Affairs, VISCA	
Prof. Laura I. Corcino College Secretary, VISCA	- Secretary

Acting Chairman Suarez called the meeting to order at
10:15 a.m.

1 I. Approval of the minutes of the previous meeting
(August 12, 1976)

2 The Board reviewed the minutes of the previous meeting
3 held on August 12, 1976 and made the following corrections:

4 Page 2, lines 12 and 13 -- insert "should" after personnel
5 and delete ~~proposed~~ for appointment.

6 Page 3, line 15 -- change "that of U.P." to "the salary
7 scale of U.P., particularly at the rank of associate
8 professor and higher."

9 Page 4, lines 20 and 21 -- put a comma after meritorious
10 and insert "taking note of the high rate of annual
11 inflation."

12 Page 8, line 25 -- insert "are" between services and
13 terminated.

14 Page 9, lines 10 and 12 -- should read "Mr. Montemayor
15 inquired what the status of a permanent instructor in the
16 high school would be if he was transferred or promoted to
17 the College where instructors are supposed to be
18 temporary."

19 On motion duly seconded, the Board approved the
20 minutes of meeting as corrected.

21 II. Matters arising from the approved minutes of meeting-None

22 A. Ad Interim and Additional Appointments of Personnel.

23 The Board went through the long list of proposed
24 appointees.

25 On appointments made under Board Resolution No. 6,
26 s. 1974, the Board suggested that the eligibilities of

1 some administrative personnel should be looked into ...

2 It was observed that the eligibilities of some of
3 the appointees to non-academic positions were indicated
4 while others were not, particularly those under the
5 Physical Plant Office. The matter has to be looked
6 into by the administration. It was suggested that the
7 Personnel Division of the College review more carefully
8 the eligibilities of the applicants, taking into
9 consideration the Civil Service requirements.

10 Dean Perez remarked that at times, those without
11 civil service eligibilities are more efficient and
12 effective than those with civil service eligibilities.
13 Once an office has hired a civil service eligible, it
14 is difficult to remove him from office.

15 In this connection, President Bernardo explained
16 that most of the proposed appointments presented
17 Board for reconsideration were under the Physical
18 Plant Division. For instance, there are good
19 mechanics or electricians who do not have eligibili-
20 ties. "At any rate", said the President, "all of
21 those without civil service eligibilities are being
22 recommended for appointment on temporary basis. No
23 one will be given a permanent appointment unless he
24 has proven himself, and has finally obtained the
25 appropriate civil service eligibility.

26 On motion duly seconded, the Board passed:

BOARD RESOLUTION NO. 36, s. 1976

Approving the additional and ad interim appointments of personnel, and noting the other appointments made by the College President as authorized under Board Resolution No. 6, series 1974, with the advice that the administration should see to it that in the making of appointments the Civil Service requirements should be strictly observed specially on matters of eligibilities of some staff, including those of the Physical Plant Office. (Appendix A)

B. Awarding of Contract for the Construction of the Crop Research Center.

President Bernardo made mention of the letter of Dr. Agustin N. Ramos, Jr., Chairman, Bids and Awards Committee II, recommending approval of the award of contract to ARTECH Construction Co., Inc. (ACCI) in the amount of P1,944,727.00. The Committee Chairman justified his recommendation by stating that besides giving a reasonable bid, the ACCI did a creditable job for the EDPITAF in the construction of the Regional Manpower Training Center in Bacolod City. Also, in ACCI's bid for construction of the proposed PCARR Headquarters at the Economic Garden in Los Baños, Laguna, the cost/sq.m. of floor area was only about P910/sq.m. against the PCARR bid price of about P950/sq.m.

In view of the foregoing justifications, the

1 Committee decided to accept the bid and to recommend
2 the award of contract to ACCI for the construction of
3 the Crop Research Center Building.

4 Mr. Montemayor recommended the inclusion of
5 Dr. Ramos's letter in the minutes of the meeting as
6 part of the Bids and Awards Committee II Report.

7 Pursuant to the Committee's recommendation and
8 on motion duly seconded, the Board passed:

9 BOARD RESOLUTION NO. 37, s. 1976

10 Approving the awarding of contract to the ARTECH
11 Construction Co., Inc. for the construction of the
12 Crop Research Center Building in the amount of
13 ₱1,944,727.00. (Appendix B)

14 C. Proposal to Extend the Home Science Overhang.

15 The President explained the need for additional
16 classrooms by extending the Home Science Overhang.
17 Contractual services funds are available for this.

18 On motion duly seconded, the Board passed:

19 BOARD RESOLUTION NO. 38, s. 1976

20 Approving the proposal to construct additional
21 classrooms by extending the H.S. overhang and authoriz-
22 ing the use of contractual services funds. (Appendix C)

23 D. Supplemental Budgets for the Department of Animal
24 Science and Veterinary Medicine and the High School
25 Department.

26 President Bernardo also explained the Supplement-
27 al Budget for July - December 1976. He informed the

1 Board that presently, the Department of Animal Science
2 and Veterinary Medicine and the High School are having
3 problems with their animal projects because of
4 P.D. 711.

5 The Board, interposing no objection to the
6 proposed supplemental budget, passed:

7 BOARD RESOLUTION NO. 39, s. 1976

8 Approving in toto the Supplemental Budget for July
9 to December 1976 of the Department of Animal Science &
10 Veterinary Medicine and the High School. (Appendix D)

11 E. Proposed Policies on Relocation Expenses.

12 After a lengthy and thorough discussion on the
13 matter, the President decided to withdraw the proposal
14 because the Board pointed out that it was vulnerable to
15 criticism, it was discriminatory, and it was subject to
16 auditing inquiry. Besides, relocation expenses are
17 covered by policies on transferring personnel as con-
18 tained in government rules and regulations (Revised
19 Adm. Code, Sec. 304-306 and R.A. 738, Sec. 287b).

20 IV. Academic Matters:

21 A. Proposed Creation of the Department of Horticulture.

22 President Bernardo reiterated the proposal to
23 create the Department of Horticulture and to offer a
24 major in Horticulture. Acting Chairman Suarez inquired
25 whether there was a need for such department. In
26 answer, President Bernardo cited Rationale No. 1 in the

1 proposal. He also cited UPLB and other agricultural
2 colleges and universities abroad where Horticulture is
3 a department by itself; thus, indicating the importance
4 to the field by the institutions. Board Member Perez,
5 with the support of Board Member Ayaso, proposed that
6 there be a Department of Agronomy rather than a Depart-
7 ment of Agronomy and Soils, and that the staff members
8 in Soils Science would be made supportive of both the
9 Horticulture and Agronomy Departments.

10 On motion duly seconded, the Board passed:

11 BOARD RESOLUTION NO. 40, s. 1976

12 Approving the proposal to create a Department of
13 Horticulture and offering a major course in Horticul-
14 ture, with the amendment that staff members in Soils
15 Science will be supporting and servicing both the Hor-
16 ticulture and the Agronomy Departments. (Appendix E)

17 B. A Proposal to Provide a Non-thesis Program for the
18 Third and Fourth Year Students in the "Old" Curriculum.

19 On motion duly seconded, the Board passed:

20 BOARD RESOLUTION NO. 41, s. 1976

21 Approving in toto the Proposal to Provide a Non-
22 thesis Program for the Third and Fourth Year Students
23 in the "Old" Curriculum. (Appendix F)

24 C. Curricular Changes

25 Pres. Bernardo informed the Board that the changes
26 in the curricula of the different departments were the

1 product of studies and recommendations of the Curriculum
2 Committee which were approved by the Executive Committee and
3 the College Council. He explained that as a result of the
4 transition from the old to the new curriculum, it was
5 necessary to offer some courses during the second semester
6 of 1976-77 to take care of the old students. Acting Chair-
7 man Suarez observed that that was a necessary measure in
8 the interest especially of the graduating students to avoid
9 overlapping or duplication of courses and enable students
10 to graduate on time.

11 On motion duly seconded, the Board passed:

12 BOARD RESOLUTION NO. 42, s. 1976

13 Approving the Proposed Curricular Changes with the
14 understanding that the course offerings recommended in
15 the proposals take effect during the second semester
16 of 1976-77, for the benefit of the graduating students.

17 (Appendix G)

18 V. Student Affairs:

19 A. Proposed College and Students Organization Fees

20 The Board went through the proposal and commented that
21 the fees were within prevailing standards.

22 President Bernardo explained one salient feature of
23 the proposal--the comprehensive fee. The comprehensive
24 fee would discard the per-unit method of computing fees
25 and would facilitate answering inquiries from parents as

1 to how much to pay per semester as the fees were fixed as
2 follows: 15 units and above--P200.00; 10-14 units--P150.00;
3 9 units and below--P100.00. For the summer term, the follow-
4 ing comprehensive fees were recommended: 6-9 units--P90.00;
5 5 units and below--P60.00.

6 On motion duly seconded, the Board passed:

7 BOARD RESOLUTION NO. 43, s. 1976

8 Approving in toto the Proposed College and
9 Students Organization Fees. (Appendix H)

10 **B. ViSCA Students' Emergency Loan Fund (ViSCASELF).**

11 Considering that the proposal was a good tool that
12 would greatly assist the college students in meeting their
13 emergency needs, that the possible sources of loanable funds
14 were legitimate, and that the ViSCASELF would be operated
15 under the supervision of the Board of Management without any
16 honorarium involved, the Board, on motion duly seconded,
17 passed:

18 BOARD RESOLUTION NO. 44, s. 1976

19 Approving the creation of the ViSCASELF to extend
20 petty cash loans to ViSCA bona fide students for their
21 emergency needs, and to operate under the supervision
22 of a Board of Management with the understanding that
23 no honorarium is involved for those who will supervise
24 and manage the operation of funds. (Appendix I)

25 **VI. The ViSCA Code.**

26 In view of lack of time, and considering that the ViSCA
27 Code requires long deliberations, the Board decided to defer

1 discussion of this matter until its next meeting.

2 VIII. Other Matters:

3 A. Budget for CY 1977.

4 It was suggested that in the presentation of the budget,
5 a comparison of the present budget and the previous one be
6 included.

7 President Bernardo furnished the members of the Board
8 copies of the VISCA annual report which showed the actual
9 expenses of the College under different categories for the
10 period July 1, 1975 to June 30, 1976.

11 On motion duly seconded, the Board passed:

12 BOARD RESOLUTION NO. 45, s. 1976

13 Approving in toto the proposed Budget for CY 1977.

14 (Appendix J)

15 B. Regional Training Center for the Visayas.

16 The Board duly noted the objectives and organizational
17 structure of the Regional Training Center for Rural Develop-
18 ment for the Visayas.

19 In this connection, Acting Chairman Suarez informed the
20 Board that President Ferdinand E. Marcos, in his speech
21 before the Education Congress in December, 1976, mentioned
22 VISCA, Baybay, Leyte as the Regional College of Agriculture
23 for the Visayas.

There being no other matters to be taken up, the meeting
was adjourned at 12:05 p.m.

CERTIFIED TRUE AND CORRECT:

ATTESTED:

(SGD.) LAURA I. CORCINO
College Secretary

(SGD.) VEDASTO G. SUAREZ
Acting Chairman

AD INTERIM APPOINTMENTSNational Root Crops Research Center

1. Dr. Marianito R. Villanueva
Ph.D. Agronomy (Crop Physiology
Texas A & M University '74
M.S. Agronomy (Soils)
University of Hawaii '71
Present Position:
Associate Professor II
Acting Director of NRCRC
Director
Effective: November 1, 1976
2. ~~Mrs.~~ ^{Ms.} Rolinda L. Talatala
M.S. in Ag. Botany
Major: Weed Science
UP at Los Baños '75
Asst. Professor II (Step 3)
P13,860.00 (Item No. 202)
Effective: November 1, 1976
3. Ms. Gloria L. Tupas
M.S. Botany
UP at Los Baños '76
Major: Plant Ecology
Res. Asso. II (Step 3)
P12,876.00 (Item No. 204)
Effective: November 1, 1976

Department of Crop Protection

4. Dr. Manuel K. Palomar
Ph.D. in Botany
Major: Plant Pathology
University of Nebraska '75
Asso. Prof. II (Step 2)
P18,084.00 (Item No. 190)
Effective: Upon assumption
to duty

Plant Breeding & Ag. Botany

5. Ms. Lelita L. Rodrin
M.S. in Ag. Botany
Major: Plant Physiology
UP at Los Baños '75
Asst. Prof. II (Step 2)
P13,440.00 (Item No. 182)
Effective: November 1, 1976

Appointments as Authorized by Board Res. No. 6, s. 1974Arts & Letters Department

6. Ms. Estelita G. Tropico
M.A. in Education
Major: Education
University of Northern Iowa '72
Instructor III
P10,356.00 (Item No. 127)
Effective: October 5, 1976

Arts & Letters Dept. - cont'd.

7. Mrs. Perla N. Tenerife
M.A. in Education
Major: English
University of Bohol

Instructor III
P10,356.00 (Item No. 126)
Effective: November 16, 1976

8. Ms. Lolita C. Valenzona
CSS - F.C.I.C. '70

Clerk I
P4824.00 (Item No. 135)
Effective: November 1, 1976

National Root Crops Research Center

9. Mr. Fernando A. Evangelio
B.S.A. - MIT '75
Major: Agronomy

Instructor I
P8,160.00 (Item No. 207)
Effective: July 1, 1976

10. Mrs. Fe C. Evangelio
B.S.A. - MIT '74
Major: Animal Husbandry

Res. Asst. I
P5,640.00 (Item No. 200)
Effective: August 1, 1976

Agricultural Economics Department

11. Mr. Ramon S. Laguna
M.S. in Agri-Business
UP at Los Baños '76

Instructor III
P10,356.00 (Item No. 56)
Effective: November 1, 1976

12. Mr. Billy C. Fernandez
Second Year A.B.

Clerk I
P4,824.00 (Item No. 62)
Effective: September 1, 1976

Agronomy & Soils Department

13. Mr. Melchor G. Abayabay
4th Year Commerce
Colegio de San Jose-Recoletos

Clerk I
P4824.00 (Item No. 21)
Effective: November 1, 1976

Ag. Development Education Department

14. Mr. Rodrigo D. Fernandez
2nd Year College
F. C. I. C.

Clerk I
P4824.00 (Item No. 104)
Effective: November 1, 1976

High School Department

15. Miss Paz A. Loreto
CSS - F.C.I.C. '74

Clerk I
P4,824.00 (Item No. 180)
Effective: November 1, 1976

Radio Station & Publication Office

16. Mr. Diosdado T. Balbarona
B.S.C. - F.C.I.C. '65
Major: Accounting

Clerk I
P4,824.00 (Item No. 232)
Effective: November 1, 1976

17. Mr. Gil C. Impas
4th Year High School
Baybay High School

Mimeo-Operator
P4,260.00 (Item No. 233)
Effective: November 1, 1976

Office of the President

18. Mrs. Concepcion A. Comon
Asso. in Secretarial Science
Agusan College '73

Clerk I
P4,824.00 (Item No. 242)
Effective: November 1, 1976

Student Affairs Office

19. Mr. Melgredo B. Castillon
B.S. Social Work
Silliman University '76

Asst. Dorm. Supervisor
P6,120.00 (Item No. 248)
Effective: November 1, 1976

Library

20. Miss Julia P. Napoles
C.S.S.
F.C.I.C. '72

Clerk I
P4,824.00 (Item No. 257)
Effective: November 1, 1976

Medical/Dental Services

21. Mrs. Julieta P. Laguna
B.S.N.
CPU '68
22. Miss Ludivina D. Peñones
Health Aide Graduate
Southwestern University '76

Nurse I
P6,120.00 (Item No. 260)
Effective: September 1, 1976

Med./Den. Attendant
P4,260.00 (Item No. 261)
Effective: November 1, 1976

College Secretary

23. Miss Linda U. Nuena
A.B./B.S.E.
Cebu Roosevelt Memorial Colleges '74
C.S. Eligibility: Second Grade

Student Records Examiner
P6,120.00 (Item No. 263)
Effective: November 1, 1976

Business & Administrative Affairs

24. Miss Lourdes B. Bandalan
B.S.C., major in Accounting
University of San Carlos '76
25. Mr. Jesus S. Maratas
B.S.C., major in Accounting
University of the Visayas '76
C.S. Eligibility: Career (Prof.)
26. Mr. Panfilo D. Estremos
B.S.E.Ed.
Colegio de San Jose-Recoletos '69
C.S. Eligibility: Career (Sub-Prof.)

Personnel Aide I
P5,448.00 (Item No. 285)
Effective: November 1, 1976

Accounting Clerk I
P5,448.00 (Item No. 273)
Effective: November 1, 1976

Gas Station in Charge
P4,824.00 (Item No. 297)
Effective: November 1, 1976

Physical Plant Office

27. Engr. Orlando G. Bongalos
B.S.M.E.
Cebu Institute of Technology
C.S. Eligibility: Board
28. Mr. Saturnino M. Arancon
B.S. Architecture
Cebu Institute of Technology '75
29. Mr. Cesar M. Diaz
2nd Year High School
Phil. Harvardian College '61
30. Mr. Sales A. Loreto
Vocational School Graduate
Cebu Aero-Technical School '67
31. Mr. Roberto Y. Faelnar
4th Year College
Central Mindanao University '72

Engineer I
P8,580.00 (Item No. 307)
Effective: November 1, 1976

Draftsman I
P6,468.00 (Item No. 312)
Effective: November 1, 1976

Driver
P5,448.00 (Item No. 321)
Effective: November 1, 1976

Driver
P5,448.00 (Item No. 322)
Effective: November 1, 1976

Driver
P5,448.00 (Item No. 320)
Effective: November 1, 1976

32. Mr. Alfredo E. Llanos
B.S.C., major in Accounting
F.C.I.C. '72
Accounting Clerk I
P5,448.00 (Item No. 274)
Effective: November 1, 1976
33. Miss Carmelita M. Posas
B.S.C., major in Banking & Finance
University of Bohol '74
Clerk I
P4,824.00 (Item No. 279)
Effective: November 1, 1976
34. Mr. Manuel O. Paña
B.B.A., major in Accounting
University of the East '70
C.S. Eligibility: 1st Grade (Entrance)
Clerk I
P4,824.00 (Item No. 282)
Effective: November 1, 1976
35. Mr. Manuelito C. Pala
B.S.C., major in Accounting
University of Bohol '62
C.S. Eligibilities:
Career (Prof.)
Teacher Exam. (Sec.)
Inventory Clerk I
P4,824.00 (Item No. 293)
Effective: November 1, 1976
36. Mr. Wilson Paterno O. Po, Jr.
4th Year Commerce
Colegio de San Jose-Recoletos
Clerk I
P4,824.00 (Item No. 294)
Effective: November 1, 1976
37. Mrs. Rosela T. Bandalan
B.S.C., major in Banking & Finance
Cebu Central Colleges '73
C.S. Eligibilities:
First Grade
Exam. for Agrarian Reform Officer
Clerk I
P4,824.00 (Item No. 295)
Effective: November 1, 1976
38. Mrs. Elsie C. Fernandez
2nd Year College
F.C.I.C.
Clerk I
P4,824.00 (Item No. 269)
Effective: November 1, 1976
39. Mr. Teodulfo S. Bacalso
High School Graduate
F.C.I.C.
Security Guard
P5,448.00 (Item No. 300)
Effective: November 1, 1976
40. Mr. Desiderio A. Lomongo
Vocational School Graduate
Cebu School of Arts & Trades '71
Power Plant Operator
P5,124.00 (Item No. 323)
Effective: November 1, 1976
41. Mr. Leonel M. Avellana
Marine Engr. Graduate
Cebu School of Arts & Trades '73
Hydro-Elec. Plant Operator
P5,124.00 (Item No. 324)
Effective: November 1, 1976

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| 42. Mr. Carlos E. Moreno
Elementary Graduate
Gabas Community School '56 | Carpenter I
P4,824.00 (Item No. 326)
Effective: November 1, 1976 |
| 43. Mr. Ruben C. Ybanez
3rd Year High School
Holy Child Academy '63 | Carpenter I
P4824.00 (Item No. 327)
Effective: November 1, 1976 |
| 44. Mr. Francisco U. Singson
2nd Year High School
Colegio de San Jose-Recoletos '48 | Plumber I
P4824.00 (Item No. 328)
Effective: November 1, 1976 |
| 45. Mr. Prudencio M. Rabanos
High School Graduate
Baybay High School '53 | Mason I
P4824.00 (Item No. 329)
Effective: November 1, 1976 |
| 46. Mr. Antonio M. Olmedo
2nd Year High School
Baybay High School '52 | Painter I
P4824.00 (Item No. 330)
Effective: November 1, 1976 |
| 47. Mr. Franco F. Penetrado
Vocational School Graduate
Cebu School of Arts & Trades '70 | Mechanic I
P4824.00 (Item No. 331)
Effective: November 1, 1976 |
| 48. Mr. Guilberto B. Lim
2nd Year High School
F.C.I.C. '71 | Mechanic I
P4824.00 (Item No. 332)
Effective: November 1, 1976 |
| 49. Mr. Pedituto B. Soria
3rd Year High School
University of the Visayas | Mechanic I
P4824.00 (Item No. 333)
Effective: November 1, 1976 |
| 50. Mr. Ernesto O. Kangleon
2nd Year High School
Baybay High School '60 | Welder I
P4824.00 (Item No. 334)
Effective: November 1, 1976 |
| 51. Mr. Folando F. Bacalso
Vocational School Graduate
Concord Tech. Institute '67 | Electrician I
P4824.00 (Item No. 335)
Effective: November 1, 1976 |
| 52. Mr. Vicente G. Ortega
Vocational School Graduate
Concord Tech. Institute '74 | Electrician I
P4824.00 (Item No. 336)
Effective: November 1, 1976 |
| 53. Mr. Regalado D. Poliquit
High School Graduate
V.A.C. '69 | Plant Propagator
P4260.00 (Item No. 337)
Effective: November 1, 1976 |

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| 54. Mr. Jose B. Ormillada
3rd Year High School
B.N.A.S. '54 | Gardener
P4260.00 (Item No. 338)
Effective: November 1, 1976 |
| 55. Mr. Marcial A. Romo
Elementary Graduate
Gabas Community School | Gardener
P4260.00 (Item No. 339)
Effective: November 1, 1976 |
| 56. Mr. Carlos B. Valenzora
2nd Year High School
University of Southern Philippines | Custodial Worker
P4260.00 (Item No. 340)
Effective: November 1, 1976 |
| 57. Mr. Petronilo B. Nafiez
High School Graduate
F.C.I.C. '70 | Custodial Worker
P4260.00 (Item No. 341)
Effective: November 1, 1976 |

CURRICULUM VITAE

NAME: Rolinda L. Talatala

ADDRESS:

Office - Department of Agronomy, Bioscience Bldg., UPLB-CA, College,
Laguna 3720

Residence - 111 Burgos St., Calamba, Laguna 3717

PLACE AND DATE OF BIRTH: Calamba, Laguna; November 25, 1946

CIVIL STATUS: Single

PRESENT POSITION: Research Associate

EDUCATION:

<u>Degree</u>	<u>Graduation</u>	<u>Institution</u>	<u>Specialization</u>
B. S. A.	1968	U.P. College of Agriculture	Agronomy (Plant Breeding)
M.S.	1975	U.P.L.B.-C.A.	Agric. Botany (Weed Science)

POSITIONS HELD:

<u>Position</u>	<u>Inclusive Dates</u>	<u>Institution</u>
Student Assistant	1964-1966	Dept. of Agronomy, UPCA
Research Assistant (Emergency)	May 15-July 16, 1968	Dept. of Agric. Botany UPCA
Research Assistant	Nov. 6, 1968-Jan. 30, 1972	-do-
Agronomist	Feb. 1, 1972-June 30, 1974	-do-
Research Associate	July 1, 1974 - to date	Dept. of Agronomy, UPLB-CA

MEMBERSHIP IN HONOR AND PROFESSIONAL SOCIETIES:

Phi Sigma Biological Honor Society, Alpha Chi Chapter, 1969
Gamma Sigma Delta, Honor Society of Agriculture, UP, Los Baños
Chapter, 1976
Weed Science Society of the Philippines, 1969; Asst. Secretary-
Treasurer, 1975 - to date.

SCHOLARSHIP:

BIOTROP (SEAMEO Regional Center for Tropical Biology) Weed Science
Research Scholar - January-September, 1974, Bogor, Indonesia.

CIVIL SERVICE ELIGIBILITY:

Plant Pest Control Officer (Manila, December 17, 1972)

PUBLICATIONS:

1. Zamora, P.M., B.P. Lantican and R.L. Talatala. 1969. Morphological responses of rice to trifluralin. Proc. Second Asian-Pacific Weed Control Interchange. 247-253.
2. Lantican, B.P., P.M. Zamora, R.P. Robles and R.L. Talatala. 1969. Morphological and physiological responses of rice to trifluralin. Phil. Agric. 52: 553-565.
3. Lantican, B.P., J.N. Sierra and R.L. Talatala. 1969. Note: Growth and respiration in rice seedlings treated with dimethyl-2,3,5,6-tetrachloroterephthalate. Phil. Agric. 53: 60-64.
4. Lantican-Mercado, B., R.L. Talatala and A.M. Baltazar. 1970. Morphological and physiological responses of crops and weeds to trifluralin. I. On the nature of the resistance of Ipomoea triloba. Phil. Agric. 53: 469-476.
5. Mercado, B.L. and R.L. Talatala. 1970. Morphological and physiological responses of crops and weeds to trifluralin. III. Anatomic effects of trifluralin on the root of rice (Oryza sativa L.). Phil. Agric. 54: 375-383.
6. Mercado, B.L., R.L. Talatala and R.A. Perez. 1974. Morphological effects of dinitroxyldines on rice. Phil. Jour. Sci. 103(3): 165-169.
7. Talatala, R.L. and A. Djalil. 1974. Some notes on the reproduction of water hyacinth (Eichhornia crassipes (Mart.) Solms). Proc. Southeast Asian Workshop on Aquatic Weeds.
8. Mercado, B.L., M.T. Madrid Jr. and R.L. Talatala. 1974. Chemical control of some important aquatic weeds in Southeast Asia. Proc. Southeast Asian Workshop on Aquatic Weeds.
9. Talatala, R.L. and M. Soerjani. 1975. Some factors influencing seed production of water hyacinth (Eichhornia crassipes (Mart.) Solms). Phil. Weed Sci. Bull. 2: 33-36.

COURSES TAUGHT:

Agric. Botany 1 (General Botany I))	
Agric. Botany 2 (General Botany II))	Laboratory only
Agronomy 132 (Biology of Weeds))	

ACTIVITIES ATTENDED FOR PROFESSIONAL GROWTH:

1st National Pest Control Conference, Iloilo City, May 5-8, 1970.
4th National Pest Control Council Conference, Legazpi City, May
16-18, 1973.
6th National Pest Control Council Conference, Cebu City, May 5-7, 1975.
Southeast Asian Workshop on Aquatic Weeds, Karangates, Indonesia,
June 25-29, 1974.
3rd BIOTROP Weed Science Training Course, Bogor, Indonesia, May 7-
June 9, 1974.

14th BIOTROP Weed Science Training Course, UPLB, College, Laguna,
April 19-May 29, 1976.

OTHER ACTIVITIES:

Member, Election Committee, Weed Science Society of the Phil. 1975-76.

B I O D A T A

Name: Gloria L. Tupas

Date of Birth: March 5, 1949

Place of Birth: Lemery, Iloilo

Civil Status: Single

Citizenship: Filipino

Home Address: Maramag, Bukidnon

Business Address: Department of Botany
College of Science and Humanities
UPLB, College, Laguna - 3720

Degree received: B.S. Biology, Mindanao State University, 1974.

Honors received: 1st honorable mention, Maramag Central Elementary School,
1962.

Valedictorian, San Andres High School, 1970.

Scholarships: Full Scholar, Mindanao State University, 1970-1974
NSDB Scholar, Graduate Manpower Training Program, National
Science Development Board, 1974-1976.

Membership in learned and civic organization:

Council member; Bio-Medical Council, MSU, 1974

Treasurer; Mangaraga Organization, MSU, 1974

Member; Ecological Society, UPLB, 1976

Published Scientific Article:

Tupas, G. L. and P. E. Sajise, 1976. Mycorrhizal Association in
savanna and reforestation trees. Kalikasan, Philip. J. Biol.
5: 235 - 240.

Master thesis: The Role of Savanna Tree Species in Plant Succession and
Reforestation, October, 1976.

DATA SHEET

Manuel K. Palomar
Department of Plant Pathology
University of Nebraska
Lincoln, Nebraska 68503
Phone: 472-2858

Personal data

Age	: 30	Single
Height	: 5 ft., 7 in.	Health - excellent
Weight	: 125 lbs.	Filipino citizen

Education

1960-1964	University of the Philippines Los Baños, Laguna Received B.S. in Agriculture, major in Plant Pathology in June, 1964 Graduated in upper 10% of my class Thesis: Purification and Electron microscopy of Abaca Mosaic Virus Advisor: Dr. Ma. Salome E. del Rosario
1964-1969	Took advanced courses at the University of the Philippines while working at the International Rice Research Insti- tute. No degree received.
1969-1971	University of Nebraska Received M.S., major in Botany (Plant Pathology) in December, 1971. Thesis: Concentration and Infectivity of Barley Stripe Mosaic Virus Advisor: Dr. Myron K. Brakke
1971-present	University of Nebraska I expect to receive my Ph.D. in Botany (Plant Pathology) in May, 1975. Thesis: Rate of Accumulation of Individual Nucleic Acids of a Multicomponent Plant Virus in Initial Stages of Infection. Advisor: Dr. Myron K. Brakke

Courses in my Major

Virology
Mycology
Nematology
Epidemiology
Microbiology
Plant Anatomy
Fungal Physiology
Plant Hormones
Insect Transmission of Plant Pathogens
Diseases of Field Crops, Fruits and Vegetables

Related Courses

Biochemistry
Radioisotopes
Genetics
Plant Breeding
Statistics

Language Proficiency

Pilipino	Spanish
English	French (reading knowledge)

Experiences

1969-present Graduate assistant at the Department of Plant Pathology,
University of Nebraska.

August, 1964
to

May, 1969 Research assistant at the Department of Plant Pathology,
The International Rice Research Institute, Los Banos,
Laguna, The Philippines.

Partial list of publications

Brakke, M. K. and M. K. Palomar. 1974. Relationship between Argentina mild and type strains of barley stripe mosaic virus. Paper presented by the junior author in the 66th Annual Meeting of the American Phytopathological Society and 40th Session of the Canadian Phytopathological Society, August 11-15, 1974, in Vancouver, British Columbia.

- Palomar, M. K. and A. O. Jackson, 1973. Characterization of multicomponent replicative form ribonucleic acid of barley stripe mosaic virus. Paper presented by the senior author at the International Congress of Plant Pathology, September 5-12, 1973, in Minneapolis, Minn.
- Palomar, M. K. 1972. Concentration and infectivity of barley stripe mosaic virus (Abstr.). *Phytopathology* 62:1110.
- Palomar, M. K. 1968. Yield losses due to grassy stunt infection (Abstr.). *Phil. Phytopath.* 4:14.
- Ling, K. C. and M. K. Palomar. 1967. Preliminary studies on the feeding habits of Nephotettix impicticeps (Abstr.). *Phil. Phytopath.* 3:6-7.
- Palomar, M. K. and C. T. Rivera. 1967. Yellow dwarf of rice in the Philippines. *Phil. Phytopath.* 3:27-34.
- Ling, K. C. and M. K. Palomar. 1966. Studies of rice plants infected with the tungro virus at different ages. *Phil. Agriculturist* 50:165-177.

Membership in Societies

American Phytopathological Society
Philippine Phytopathological Society
Sigma Xi
Gamma Sigma Delta
Phi Kappa Phi

References (upon request)

B I O D A T A

I. PERSONAL BACKGROUND

Name: Lelita L. Rodrin

Status: Single

Birthdate: April 26, 1949

Nationality: Filipino

Birthplace: Banaba Cerca Indang, Cavite

Address :

Permanent: Banaba Cerca Indang, Cavite

Mailing : Dept. of Botany, UP College of Sciences and
Humanities, UPLB, College, Laguna.

II. EDUCATIONAL BACKGROUND

<u>Level</u>	<u>Schools Attended</u>	<u>Highest grade/ degree obtained</u>
Elementary	Banaba Cerca Elem. School	6th grade
Secondary	Don Severino Agric. College	4th year
Collegiate	UP College of Agriculture	BSA (Botany)
Post-Collegiate	UPLB Graduate School	MS (Plant Physiology; minor - Bio- chemistry)

III. WORK EXPERIENCE

<u>Nature</u>	<u>Duration</u>	<u>Employer</u>	<u>Salary</u>
Student Assistant	June-Oct. 1969	Dept. of Botany UPCA	P 900/a
Research Asst.	Jan.-June, 1972	-ditto-	P3960/a
Asst. Instructor	July, 1972- July, 1974	-ditto-	P5623/a
Research Associate	Aug. 1974	Dept. of Botany	P9588/a
	Present	UFCSH, UPLB	

IV. MEMBERSHIP IN HONOR AND PROFESSIONAL SOCIETIES

- A. Member - Crop Science Society of the Philippines.
- B. Member - Phi Sigma (Alpha Chi Chapter), Biological Honor Society
- C. Member and second Varrons Scribe - UP Varrons, LTD.

V. PUBLICATIONS

a. Technical

Pantastico, Ed. B., L.L. Rodrin and S.R. Gumasing. 1970. Physiological Studies in Corn. Proc., 1st Annual Corn Conf. College, Laguna, Philippines.

- - - - - and L.L. Rodrin. 1971. Some Aspects of the Nutritional Requirements in Corn. Proc. 7th Inter-Asian Corn Improvement Workshop, College, Laguna, Phil.

Rodrin, L.L. and Ed. B. Pantastico. 1972. Protein distribution in corn at different stages of growth. Proc. 3rd Annual ICPP Conf. College, Laguna, Phil.

- - - - - and - - - - -. 1971. Effects of nitrogen levels on protein, starch and sugar content of corn. Proc. 2nd Annual Upland Crops Conf. College, Laguna, Phil.

- - - - -, - - - - - and N.V. Norcio. 1972. Effect of Nitrogen on photosynthesis, protein content and yield of corn. Proc. 3rd Annual Scientific Meeting, CSSP, Xavier Univ. Cagayan de Oro City.

Eusebio, E.C., Ed. B. Pantastico and L.L. Rodrin. 1973. Boron toxicity in corn. Proc. 4th Annual ICPP Conf. College, Laguna.

b. Scientific

Mercado, B.T., L.L. Rodrin and A.D. Dilig. 1974. Germination and seedling performance of rice in saline solution. Kalikasan, Phil. Jour. Biol. 3: 179-86.

Rodrin, L.L. and B.T. Mercado. 1975. Amylase activity of CaCl_2 - pretreated rice seeds germinated in NaCl solution. Ibid. 4: 121-128.

VI. CIVIL SERVICE ELIGIBILITY

Agrarian Reform Technologist
Farm Management Technician

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

November 4, 1976

The President
Visayas State College of Agriculture
Baybay, Leyte

SUBJECT: Proposed Contract Award to ACCI for the Construction
of the Research Crop Center Building

Dear Mr. President:

On the basis of the bidding held on July 9, 1976 at the Casino Español in Cebu City for the construction of the proposed Research Crop Center Building, we would like to recommend approval of the award of contract to Artech Construction Company, Incorporated (ACCI) in the amount of P1,944,727.00 subject to the terms and conditions stipulated in the bid documents which were issued to all participating bidders prior to the date of said bidding.

Please note that the proposed contract price being recommended herein is lower by P904,988.00 or 31% than the government estimates of P2,849,715.00.

In making this recommendation, the Committee took cognizance of the justifications given by Mr. Eduardo Manuel, President of ACCI, to the Committee on Bids and Awards in a meeting which was convened immediately after said bidding. The unit prices for various construction materials which he submitted appear to be reasonable and comparable to prevailing market prices. A thorough review of his breakdown of bid prices shows that all items of work called for in the proposed building are adequately considered and included in his estimates.

In addition, the Committee also considered the following:

- 1) His project with the Educational Development Projects Implementing Task Force (EDPITAF) for the construction

of the Regional Manpower Training Center (RMTc) at Bacolod City appears to have been completed in a manner that is expected from a professional contractor.

- 2) For comparison purposes, the bid of ACCI was compared to the results of the bidding which was held July 6, 1976 for the construction of the proposed PCARR Headquarter at the Economic Garden in Los Baños, Laguna. On the basis of a cost per square meter of floor area, the bid of Artech Construction Company, Incorporated amounts to about P910.00 per sq. meter as against the PCARR bid price of about P950.00 per sq. meter.

In view of the foregoing, the Committee decided to accept the reasonableness of his bid and to recommend the award of contract to him.

We trust that you find the above justifications for the proposed contract award to Artech Construction Company, Incorporated acceptable.

Very truly yours,

(SGD.) AGUSTIN N. RAMOS, JR.

Chairman

Committee on Bids and Awards

A TRUE COPY:
VisCA, 8-24-76

(SGD.) LAURA I. CORCINO
College Secretary

APPENDIX D

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte 7127
Philippines

Office of the President

November 6, 1976

The Honorable
Members of the Board of Trustees
Visayas State College of Agriculture

SUBJECT: PROPOSED SUPPLEMENTAL BUDGETS

Gentlemen:

I would like to submit for your approval the proposed supplemental budgets of the Departments of Animal Science and Veterinary Medicine and High School.

Sources of income are not incorporated with our estimated income submitted to the Budget Commission but are derived from new projects undertaken by these departments for this six-month period.

Attached are the departmental requests with the breakdown of sources of income and proposed expenditures.

Approval hereof is requested.

Very truly yours,

(SGD.) F. A. BERNARDO
President

A TRUE COPY:
ViSCA, 8-25-76

(SGD.) LAURA I. CORCINO
College Secretary

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte
Department of Animal Science and Veterinary Medicine
Office of the Chairman

August 4, 1976

T O: Dr. F. A. Bernardo
 President
 ViSCA, Baybay, Leyte

SUBJECT: Revised Supplemental Budget Proposal

Since the department's recent quarterly appropriation of P3,600 for the supplies and materials to include feeds is not enough for the maintenance and operation of the department and its projects, I am hereby proposing a supplemental budget from July to December, 1976. It proposes that the income from the various animal projects in the department shall be utilized mainly in the purchase of feeds and drugs and biologics which shall be used for research and instructional purposes. Furthermore, the proposal also includes casual laborers for the maintenance and development of more improved pasture.

Attached herewith is the proposal for your consideration and approval.

Very truly yours,

(SGD.) G. R. GERONA
Chairman, DASVM

A TRUE COPY:
8-6-76

(SGD.) LAURA I. CORCINO
College Secretary

PROPOSED SUPPLEMENTAL BUDGET FOR THE
DEPARTMENT OF ANIMAL SCIENCE AND VETERINARY MEDICINE
FROM JULY TO DECEMBER, 1976

I. Projected Income from New Project (Poultry)
and Sales of Culled Breeding Animals:

1. Egg Sales - 200/day x 30 days x P.30 x 3 mos.	P 5,400.00
2. Culled Chickens - 20 culls x P10	200.00
3. Culled Carabulls - 2 heads x P1000	2,000.00
4. Culled Cows - 4 heads x 700	<u>2,800.00</u>
	P10,400.00

II. Estimated Expenses:

1. Supplies and materials	P 8,242.40
a) Feeds for 460 breeder chickens	
112 bags x P72.00	P8,060.00
b) Drugs and biologics	182.40
2. Casual Labor	P 2,157.60
a) Salary of casual at P216/mo	
x 2 laborers x 4 mos.	P1,728.00
b) Living allowance, 50/mo.	
x 2 laborers x 4 mos.	400.00
c) State Insurance 3.7/mo.	
x 2 laborers x 4 mos.	29.60
T o t a l	<u><u>P10,400.00</u></u>

S U M M A R Y

Income	P10,400.00
Expenses	P10,400.00

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

August 2, 1976

T C: The President
 VisCA, Baybay, Leyte

SUBJECT: Supplemental Budget for the High School from July to December,
 1976.

Inasmuch as the allotment for supplies and materials of P 7,200 is too meager for the operation and maintenance of the various projects of the High School, I am submitting a supplemental budget of P 20,000.00 utilizing the various project income from July to December, 1976. This amount will augment the needs of the productive projects of the High School.

(SGD.) FEDERICO C. MONSERATE
Principal

Incl: As stated

A TRUE COPY:
8-6-76

(SGD.) LAURA I. CORCINO
College Secretary

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

August 2, 1976

Proposed Supplemental Budget for the High School
utilizing various income
from July to December, 1976

A. Sources of Income:

I- Production Income:

1. Hollow Block Project - - - - -	P 15,000.00
2. Swine Project - - - - -	2,600.00
3. Farm (Rice) Project - - - - -	2,400.00
Total - - - - -	<u>P 20,000.00</u>

B. Expenses:

I- Operation and Maintenance:

1. Supplies and Materials - - - - -	P 14,875.00
a. Poultry Feeds - - - - -	P5,000.00
b. Hog Mash - - - - -	5,000.00
c. Homemaking Supplies - - - - -	1,000.00
d. Repair Materials - - - - -	2,000.00
e. Farm Supplies - - - - -	1,875.00
2. Casual Laborers - - - - -	P 1,375.00
3. Student Labor - - - - -	1,350.00
Sub-Total - - - - -	<u>P 17,600.00</u>

II- Equipment:

1. Carabao, Working - 2 - each - @ P1,200 - - - - -	P 2,400.00
Sub-Total - - - - -	<u>P 2,400.00</u>
Total - - - - -	<u>P 20,000.00</u>

PROPOSED CREATION OF THE DEPARTMENT OF HORTICULTURE
AND OFFERING OF A MAJOR COURSE IN HORTICULTURE

RATIONALE

At present, courses in horticulture (plantation crops, fruits, vegetables, ornamentals and landscaping) are offered in the Department of Agronomy and Soils of ViSCA. While there is nothing objectionable to this set-up, it is felt that horticulture should be separated from agronomy as a department because of the following reasons:

1. Horticulture is a large and important area of concern in agriculture, particularly in the Visayas, and must therefore be given greater attention. About 28 per cent of the total hectarage of coconut, abaca, fruits and nuts in the country is in the Visayas. On the other hand, the Visayas region produces only about 13 per cent of the vegetables in the country, which is insufficient to supply the requirements of about 10 million people in the region, or one-fourth of the country's population.
2. The separation of horticulture from agronomy will hasten the development of manpower training programs on coconut, abaca, fruits and vegetables as well as research and extension activities on these horticultural crops. There shall also be sharper focus of department efforts and resources on the development of horticulture as a specific field of specialization.
3. In U.P. Los Baños and in many agricultural colleges and universities abroad, horticulture is a department by itself, which is indicative of the importance given to the field by the institution.

The situation in many universities abroad is shown below:

Number of Universities

Agron-Soils-Hort. all Combined	' Agron-Hort. ' Separate Soils	'Agron-Soils; 'Separate Hort.'	'Separate Agron., ' Soils & Hort.
3	2	23	9

The list of universities and their departments are hereby attached.

4. With the creation of a department of horticulture, it will be possible to eliminate actual and potential conflicts between the Department of Agronomy, on the one hand, and the National Root Crop Research Center and the Regional Coconut Research Center, on the other hand. This problem can be solved by making the Director of the NRCRC concurrently chairman of the Department of Agronomy and Soils, and the Director of the RCRC, concurrently chairman of the Department of Horticulture, or vice versa for each case.

With the creation of the Department of Horticulture, it is also proposed that Horticulture be offered by VISCA as a major course in the BSA curriculum.

OBJECTIVES

Offering Horticulture as a major course in the BSA curriculum has the following objectives:

1. To turn out agricultural professionals who shall help develop plantation crops, fruits, and vegetable industries of the Visayas region.
2. To help meet the manpower requirement of government and private agencies to carry on their programs involving horticultural crops production.

3. To provide opportunities for BSA students to choose Horticulture as a major course, aside from the other seven major areas already offered, thus making the curriculum more responsive to the needs of the region.

LIST OF UNIVERSITIES ABROAD AND THEIR DEPARTMENT OF
AGRONOMY-SOILS-HORTICULTURE

Cornell University

1. Agronomy and Soils (Fund)
2. Horticulture - New York

Auburn University, Auburn, Alabama

1. Agronomy and Soils
2. Horticulture

University of Illinois - At Urbana Champaign

1. Agronomy and Soils
2. Horticulture

University of Minnesota

1. Agronomy and Soils (only major)
2. Horticulture

University of Delaware

1. Agronomy and Engineering, Soils
2. Horticulture

Kansas State University

1. Dept. of Agronomy and Soils
2. Horticulture and Forestry

Kasetsart University

1. Dept. of Soils
2. Dept. of Plant Science
Fields: Agronomy, Horticulture

Colorado State University

1. Dept. of Agronomy
2. Dept. of Horticulture
3. Soil Science

University of Idaho

1. Plant Science and Soils

Mississippi State University

1. Dept. of Agronomy and Soils
2. Horticulture

University of Missouri

1. Horticulture
2. Agronomy and Soils

University of Maryland

1. Horticulture
2. Agronomy (Crop and Soil)

Oklahoma State University

1. Dept. of Agronomy and Soils
2. Dept. of Horticulture

Washington State University

1. Dept. of Agronomy and Soils
2. Dept. of Horticulture

University of Wyoming

1. Dept. of Agronomy (Crop & Soil Science)

West Virginia University

1. Dept. of Agronomy (Soil Science)
2. Dept. of Horticulture

University of Massachusetts

1. Plant and Soil Science
2. Horticulture

North Carolina State

1. Agronomy (Crop Science)
2. Soil Science
3. Horticultural Science

Rutgers University

The State University of New Jersey

1. Dept. of Horticulture

University of Florida

1. Dept. of Agronomy
2. Dept. of Ornamental Horticulture
3. Dept. of Soil

University of California, Davis

1. Dept. of Agronomy (Horticulture)
2. Dept. of Soils and Plant Nutrient

The University of Tennessee, Knoxville

1. Dept. of Agronomy (Crop and Soil Science)
2. Dept. of Horticulture

Virginia Polytechnic Institute

1. Agronomy (Soil)
2. Horticulture

Ohio State University

1. Agronomy and Soils
2. Horticulture

South Dakota State University (Brookings, S. D., 1966 Cot.)

College of Agriculture and Biological Science

1. Dept. of Agronomy (Crop and Soils)
2. Dept. of Horticulture-Forestry

Louisiana State University

College of Agriculture (1971-72 Cert.)

1. Agronomy and Soils
2. Horticulture

Oregon State University

1. Agronomic Crop Science
2. Dept. of Horticulture

The University of Nebraska

1. Dept. of Agronomy and Soils
2. Dept. of Horticulture and Forestry

University of Tokyo

1. Dept. of Agrobiology

Texas A and M University

1. Soil and Crop Science
2. Dept. of Horticulture

Utah State University

1. Dept. of Plant Science
(Agronomy, Crop Science, Ornamental Horticulture)

Purdue University

1. Dept. of Agronomy and Soils
2. Dept. of Horticulture

The Pennsylvania State University

1. Dept. of Agronomy and Soils
2. Dept. of Horticulture

Michigan State University

1. Dept. of Agronomy and Soils
2. Dept. of Horticulture

University of Wisconsin - Madison

1. Dept. of Agronomy
2. Dept. of Horticulture
3. Soil Science

University of California Riverside Plant Science

1. Dept. of Agronomy
2. Dept. of Horticulture
3. Dept. of Soil Science and Agr. Engineering

University of Hawaii

1. Soil Science
2. Dept. of Horticulture
3. Dept. of Agronomy

University of Arizona

1. Dept. of Agronomy and Plant Science
2. Dept. of Horticulture and Landscape Culture
3. Soil Science

University of Kentucky

1. Dept. of Agronomy
2. Dept. of Horticulture
3. Soil Science

University of Hawaii at Manoa

1. Dept. of Agronomy
2. Dept. of Horticulture
3. Soil Science

University of Arkansas

1. Dept. of Horticulture
2. Dept. of Agronomy and Soils

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

APPENDIX F

A PROPOSAL TO PROVIDE A NON-THESIS PROGRAM
FOR THE THIRD AND FOURTH YEAR STUDENTS IN
THE "OLD" BSA CURRICULUM IN VISCA

Introduction

About two years ago the curricular offerings at VisCA which were carried over from VAC, were revised to be more responsive to the needs of the times. One of the curricula revised was the BSA curriculum.

As a consequence of the revision, the "old" BSA curriculum is scheduled to be phased out by the end of the school year 1973-79. However, judging from the past and current performance of thesis students in this curriculum, the phasing out may extend far beyond 1978-1979. This probable delay is reflected in Table 1 below.

Table 1. Number of Thesis Processed and Those Completed Up to the First Semester of 1976-1977

Number of Theses Processed		Number and Percentage of Finished and Unfinished Theses To Date (End of 1st Sem. 1976-77)						Period (Years)
		Finished			Unfinished			
Year	No.	No.	Percentage	No.	Percentage			
1974-75	77	56	72.7%	21	27.3%		2½ Yrs.	
1975-76	107	32	30.0%	75	70.0%		1½ Yrs.	
1976-77 (1st Sem.)	110	22	20.0%	88	80.0%		½ Yrs.	

At present there are still 90 seniors and 72 juniors in this curriculum or a total of 162 students. Of this number only 20 are enrolled in Thesis 1b (Manuscript Preparation) and 72 are in Thesis 1a (Thesis Outline Preparation) during the first semester of 1976-77. Sixty more students are expected to register in Thesis 1a and 1b in the coming semesters.

Rationale

Based on the performance of those who finished their theses, it took an average of four months to have their outlines processed and approved and six months for their manuscripts to undergo the same process, or a total of 10 months for writing and polishing alone. Actual field experimentation and data processing took an average of 8 months. Therefore, the thesis period was 1½ years. Consequently, there will be many juniors and seniors in the "old" BSA curriculum who will not be able to graduate on time.

The current intensified food production campaign of the government needs a large number of BSA graduates who are not necessarily trained to do research work. General Order No. 47 also requires large private companies to produce

Non-Thesis Program ... cont'd.

the food requirements of their workers. This program needs "production-oriented" agriculture graduates. There is, therefore, a dire need for agricultural schools to turn out more graduates who can help increase food production. In Central and Eastern Visayas alone there are some 350 unfilled positions in the BPI and BAEx requiring BSA graduates while the combined output of BSA graduates by ViSCA and UEP is only about 30 a year, based on 1974 and 1975 records. Adding the demand by private firms, one can see the critical shortage of BSA graduates now.

In the old BSA curriculum there are only two major fields (Agronomy and Animal Husbandry) with a total of 162 thesis students. At present there are 10 senior staff members who advise these students with the assistance of 15 junior staff members. The simultaneous implementation of the two BSA (old and new) curricula also imposes additional load on the staff members in terms of new course offerings and more thesis students.

Considering the current large number of thesis students in the "old" and "new" BSA curricula and the limited facilities, advisement is indeed critical.

Therefore, there is an urgent need to offer a non-thesis program for the "old" BSA curriculum students now to help solve the aforementioned problem starting the second semester of 1976-77.

Implementation of the Non-Thesis Program

1. Selection of students who shall be in the thesis or non-thesis program shall be done by the Department concerned based on students' interest and capability and on available staff and facilities.
2. Course requirements of the non-thesis program. Those in the non-thesis program shall be required 6 units of additional course work related to the student's field of interest, and another 6 units of Directed Farm Practice. The 6 units in Directed Farm Practice will be equivalent to one summer course (6 weeks at 8 hours a day from Monday to Friday) in agricultural projects at ViSCA or in other worthwhile government and private farm projects or establishments outside of ViSCA. The main components of this program are:
 - (1) project study preparation;
 - (2) financing farm projects;
 - (3) on-the-job training in day-to-day activities of the projects; and
 - (4) record keeping.
3. Period of implementing the non-thesis program. This proposed program is recommended for implementation starting this second semester, 1976-1977.

PROPOSED COLLEGE AND STUDENTS ORGANIZATION FEES

I. College Fees (Payable to the College Cashier)

A. Registration Related Fees:

1. Entrance	P 10.00
2. Comprehensive Fees:	
a. 15 units and above	200.00
b. 10-14 units	150.00
c. 9 units and below	100.00
3. Thesis Completion *	50.00
4. Summer:	
a. 6-9 units	90.00
b. 5 units or less	60.00
5. Late Registration	10.00

B. Non-Registration Related Fees:

1. Transcript	<u>6.00</u>
2. Diploma	20.00
3. Special Examination (per subject)	10.00
4. Certification	<u>2.00</u>
5. Transfer Credential or Honorable Dismissal	5.00
6. Late Application for Graduation	10.00
7. Replacement of Forms and Permits	1.00
8. Dormitory (per month)	10.00

II. Special Purpose Fees under Depository Liability

A. Publication	5.00
B. Insurance	2.50
C. Charity (Community Chest, Boy Scout, etc.)	2.50
D. Deposit	20.00
E. FFP & FAHP	5.00
F. Cultural	4.00
G. Dormitory Residents Organization (per month)	2.00

* May be registered only once. If still uncompleted, the student shall register it as a regular course.

COMPARISON OF PROPOSED AND EXISTING FEES

I. College Fees (Payable to the College Cashier)

A. Registration Related Fees:

	Existing	Proposed	Increase
1. Entrance	P10.00	P 10.00	P -
2. Comprehensive Fees:			
a. 15 units and above	175.00	200.00	25.00
b. 10-14 units	130.00	150.00	20.00
c. 9 units and below	91.00	100.00	9.00
3. Thesis Completion *	-	50.00	50.00
4. Summer	90.00		
a. 6-9 units		90.00	
b. 5 units or less		60.00	
5. Late Registration	10.00	10.00	-

B. Non-Registration Related Fees:

1. Transcript	2.00/page	6.00 regardless of number of pages	
2. Diploma	-	20.00	20.00
3. Special Examination (per subject)	10.00	10.00	-
4. Certification	1.00	2.00	1.00
5. Transfer Credential or Honorable Dismissal	-	5.00	5.00
6. Late Application for Graduation	-	10.00	10.00
7. Replacement of Forms and Permits	-	1.00	1.00
8. Dormitory (per month)	10.00	10.00	-

II. Special Purpose Fees under Depository Liability

A. Publication	3.00	5.00	2.00
B. Insurance	2.50	2.50	-
C. Charity (Community Chest, Boy Scout, etc.)	-	2.50	2.50
D. Deposit	20.00	20.00	-
E. FFP & FAHP	3.00	5.00	2.00
F. I.D.	4.50	-	(4.50)
G. Cultural	-	4.00	4.00
H. Dormitory Residents' Organization (per month)	-	2.00	2.00

* May be registered only once. If still uncompleted, the student shall register it as a regular course.

APPENDIX I

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

November 10, 1976

OFFICE OF THE PRESIDENT

MEMORANDUM NO. 68
Series of 1976

T O : Dir. Manuel A. Ancheta
Mrs. Beatriz P. Modina
Prof. Camilo Villanueva
Mr. Melecio B. Abogadie
Mr. Frank Pascua

SUBJECT : Designation as Members of the Board
of Management of the ViSCASELF

You are hereby designated members of the Board of Management of the Visayas State College of Agriculture Student's Emergency Loan Fund (ViSCASELF) effective November 15, 1976. You are to serve as Members of the Board for a term of two years or until after another set of staff members have been designated to take over your duties as ViSCASELF Board Members.

The duties, functions and responsibilities of Board Members are clearly defined in the attached ViSCASELF Implementation Guide.

Please be guided accordingly.

F. A. BERNARDO
President

VISAYAS STATE COLLEGE OF AGRICULTURE STUDENTS' EMERGENCY
LOAN FUND (ViSCASELF)

Rationale

One of ViSCA's concerns as a regional agricultural college is to serve the students who are mostly sons and daughters of the small Visayan Farmers. These students primarily depend upon their poor parents for their financial support, which may not arrive regularly every month. This irregularity could bring about problems to the students which may result further in poor performance in their class activities.

U. P. at Los Baños (UPLB) has a Students' Emergency Loan Fund which, according to information, is of great help to students. Its operation started with the extension of financial aid in the form of petty cash loan equal to a student's property deposit of P10.00. The funding was augmented by the interest on loans and fines. At present the CASELF is already extending loans for tuition fees and is also granting scholarship to selected students.

In UPLB and CMU the students are required to pay the full amount of their schools fees during registration, while in ViSCA, enrollment procedure allow students to enroll by paying about one-half of their school fees upon enrollment. Considering the amount that the ViSCA students are to pay in order to be enrolled, the Committee believes that it is not necessary to create the ViSCASELF to cater to loans of different nature other than petty cash.

Objective

To extend petty cash loans to bona fide students for their emergency needs.

Possible Sources of Funds

The most important item needed for the creation of the ViSCASELF is capital. Below is a list of the possible sources of loanable funds for its operation.

1. Students' property deposits;
2. Fines from various violations;
3. Donations or deposits of interested parties;
4. Proceeds from unclaimed found items; and
5. Interest from loans.

Governing Body

1. Board of Management - (General functions, Officers and Duties)

The general supervision of the ViSCASELF should be vested upon a board of five (5) members with the Accountant and the Director of OSA as ex-officio members and three others to be appointed by the College President with a term of two years. The members should elect the officers from among themselves which will include the following:

a. Chairman

The Chairman of the Board of Management should preside over all meetings of the Board. He will also perform such other duties as the Board of Management may prescribe.

b. Vice Chairman

The Vice Chairman shall perform the duties of the chairman in the absence or disability of the latter.

c. Secretary

The duties of the Secretary are the following:

- 1) Keep a complete record of all meetings of the Board of Management;
- 2) Give notices of all meetings called; and
- 3) Turn over to his successor all properties in his possession belonging to the ViSCASELF.

2. Treasurer

The Treasurer shall be appointed by the Board of Management from among the staff members of the Cash Division who is not a member of the Board.

The duties of the Treasurer are the following:

- a. Take custody of all money, securities, and papers of the ViSCASELF;
- b. Keep a complete record of all transactions for the establishment of proof of his position at any given time and date;
- c. Keep a complete list of all the student borrowers and maintain a correct record of accounts of the same students;

- d. Prepare and submit quarterly report to the office of the Director of Administrative and Business Affairs through the Chairman of the Board of Management; and
- e. Turn over all money, securities, papers, books and other properties belonging to the ViSCASELF that he may have in his possession upon the election or appointment of his successor.

3. Auditor

The function of the Auditor is to audit the Treasurer for at least once in two (2) months and submit a report of the result to the Chairman of the Board of Management.

4. Loan Assessor

There shall be at least three (3) Loan Assessors appointed by the Board of Management, any one of whom may perform the following:

- a. Process, evaluate and recommend approval or disapproval of loan applications;
- b. Evaluate the loan based on the following considerations:
 - 1) Proper accomplishment of the loan application and applicant's statement;
 - 2) Loan only to students who are badly in need of cash to meet their basic needs;
 - 3) The purpose(s) for which the loan be granted;
 - 4) Indebtedness of the student; and
 - 5) Qualifications of the guarantor.

Proposed Policies

For the ViSCASELF to attain its primary objective, the following policies should be observed:

- 1. Only bona fide students of ViSCA can borrow;
- 2. The maximum amount of loan to be granted to each borrower is P50.00;
- 3. Settlement of account is a pre-requisite to further borrowing;
- 4. A guarantor (who should be a member of the ViSCA staff) is necessary for the approval of the loan; however, members of the Governing Body of the ViSCASELF are not authorized to act as guarantor;
- 5. The maturity period of the loan is thirty (30) days;
- 6. As interest of one (1%) percent per month or a fraction thereof is to be charged on the loan (not discounted);
- 7. A fine of P0.10 per day shall be imposed beyond the maturity date regardless of the amount of the loan;
- 8. The guarantor is responsible to the ViSCASELF for any amount beyond the property deposit of the borrower in case the latter leaves the college without paying;

9. Students and staff clearances should pass through the ViSCASELF;
10. Use of the loan for purposes other than the purpose for which it was granted is punishable by making the loan due and demandable; and
11. The ViSCASELF Board of Management may formulate additional policies or hire additional staff members who are deemed necessary for the successful operation of the ViSCASELF.

Implementation

Before starting the operation of the ViSCASELF, it is proposed that a seminar be conducted for the students by the ViSCASELF Board of Management to clarify its objective, management, and policies.

The ViSCASELF Committee,

(SGD.) C. D. VILLANUEVA

(SGD.) M. B. ABOGADIE

(SGD.) O. L. COLIS

(SGD.) E. S. OLAN

(SGD.) J. R. JUEGO

VISAYAS STATE COLLEGE OF AGRICULTURE STUDENTS' EMERGENCY LOAN FUND (VISCASELF)
Baybay, Leyte

APPLICATION FOR LOAN

I hereby apply for a loan of _____ pesos for a period of 30 days, to be repaid in full plus interest at the date of maturity which will be due on _____.

I intend to use this amount for the following purposes (explain fully):

I hereby certify that all statements made hereon are true and complete and submitted for the purpose of obtaining credit.

Date Signature of Borrower Campus Residence

I hereby guarantee the full payment of the loan.

Signature of Guarantor Position and Status Department

Recommending Approval ☐

Not Recommending Approval ☐

APPROVED ☐

DISAPPROVED ☐

This is to certify that I received the sum of _____ pesos (P_____) on this _____ day of _____, 19____.

Attested, Treasurer Borrower

APPLICANT'S STATEMENT

Name _____ Address _____
Curriculum and Year _____ Monthly allowance _____
Other allowances (Semestral) _____ No. of dependents in the family _____
Name and address of parent or guardian _____
Occupation of parent or guardian _____ Monthly Income _____

I am indebted to the following:

<u>Creditors</u>	<u>Address</u>	<u>Amount</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

APPENDIX J

BUDGET FOR CY 1977

I. CURRENT OPERATING EXPENDITURE

*Total Permanent Positions - Salary (358 authorized positions)	P 3,608,286
Other Compensations:	
Temporary & emergency employment, daily rates	209,691
Student employment-part time, hourly rates	150,000
Salaries for substitute teachers	155,000
Honorarium for consultants	<u>88,000</u>
Gross Salaries & Wages	P 4,210,977
Contributions for employees' life and retirement insurance premiums	<u>247,023</u>
01 - Personal Services	P 4,458,000
02 - Traveling Expenses	200,000
03 - Communication Services	18,000
04 - Repairs and Maintenance	270,000
05 - Transportation Services	50,000
06 - Other Services	763,000
07 - Supplies and Materials	862,000
08 - Rents	12,000
21 - Equipment Outlay	<u>200,000</u>
T o t a l	P 6,833,000

II. CAPITAL OUTLAY

Construction of permanent improvements, structures	<u>5,000,000</u>
TOTAL OBLIGATION CEILING	<u>P11,833,000</u> VVVVVVVVVV

* Using new common salary scale.