

# 162<sup>nd</sup> ViSCA Board of Trustees Meeting

09 March 2001

ViSCA Guest House, ViSCA, Baybay, Leyte

## AGENDA

Board Room - Baybay

### 162<sup>nd</sup> ViSCA Board of Trustees Meeting

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ViSCA Guest House, ViSCA, Baybay, Leyte

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**162<sup>nd</sup> ViSCA Board of Trustees Meeting**  
**09 March 2001**  
**ViSCA Guest House, ViSCA, Baybay, Leyte**

**AGENDA**

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## ATTENDANCE

### Present:

<b>Hon. Manuel D. Punzal</b> Commissioner, CHED	..... Chairman
<b>Hon. Paciencia P. Milan</b> President, ViSCA	..... Vice Chairman
<b>Hon. Teresa Aquino Oreta</b> <i>Represented by Hon. Cyril Luis Arradaza</i> Chairman, Senate Committee on Education Senate of the Philippines	..... Member
<b>Hon. Buenaventura C. Go-Soco, Jr.</b> Regional Director NEDA Regional Office VIII	..... Member
<b>Hon. Leo Cañeda</b> Regional Executive Director Department of Agriculture Regional Office VIII	..... Member
<b>Hon. Perla M. Tan</b> President, ViSCA Faculty Association	..... Member
<b>Hon. Guindolino R. Gerona</b> President, ViSCA Alumni Association	..... Member
<b>Hon. Michael Y. Rapada</b> President, ViSCA CSSC	..... Member
<b>Prof. Daniel M. Tudtud, Jr.</b> College/Board Secretary	..... Board Secretary

### ABSENT:

<b>Hon. Antonio E. Natchura</b> <i>Represented by:</i> Chairman, House Committee on Education House of Representatives	..... Member
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### I. CALL TO ORDER

Commissioner Manuel D. Punzal, the Chairman of the ViSCA Board of Trustees, called the meeting to order at 5:50 p.m. He led the ViSCA Board of Trustees to a short prayer prior to the formal start of the 162<sup>nd</sup> BOT Meeting.

## II. ROLL CALL

Commissioner Punzal requested the ViSCA Board Secretary to call the roll of members to determine if there was a quorum. The ViSCA Board Secretary informed the Chairman that there were eight (8) out of nine (9) regular members of the ViSCA Board of Trustees (BOT) were present.

## III. CHAIR'S PRIVILEGE

Chairman Punzal took the opportunity to welcome the CSI heads and/or their representatives present during the meeting. He also took cognizance of the delegation from Biliran Province and welcomed them as well.

Chairman Punzal then made the following announcements:

**First**, that there will be a Higher Education Congress scheduled on 17-18 May 2001 to be held at the Manila Midtown Hotel with the theme *"Higher Education in the Knowledge-Based Economy."* Participants to this gathering will be presidents of all higher education institutions in the public and private sectors. Other members of the academe are likewise invited including the trustees. President Gloria Arroyo is expected to be the keynote speaker. Trade Secretary Mar Roxas is expected to give a talk on the "Knowledge-Based Economy". Another invited speaker is the President of the University of Toronto in Canada.

Your Chairman has been tasked to come up with a paper on "The Status of Information and Communication Technology (ICT) in the Higher Education Sector of the Philippines." I am also encouraging all of you here present to answer the survey questionnaire and send it back to CHED before 30 March 2001. This will be useful in the preparation of the paper. Secretary Roxas is proposing for a \$230 million loan from the Japanese Government to



finance connectivity for ICT as well as for distance education in the different higher educational institutions.

In another angle, CHED is tightening the offering of graduate programs because of the sudden increase in the number of extension schools particularly in Metro Manila, in some government offices like the PCSO, the Dept. of Defense, the Philippine Army, and the unabated proliferation of graduate courses in the provinces like Samar and other places. These schools are practically "fly-by-night" schools because they do not really have classes. Their classes are more of "social chit-chat" between the faculty and the students. Usually, they end up having dinner together. No scholarly output, no scholarly direction! So, the CHED is tightening up on these schools that undertake this activity as they smear the image of graduate education in the country."

**Second**, the Chairman presented the official Collegiate Calendar for SY 2001-2002 for information.

**Third**, a copy of a proposal from another information technology outfit based in Manila was presented. This was similar to the one presented by Net Curricula. Under this proposal, a school may be provided with 30 to 40 computers by the company. The acquisition will be financed through a loan from the Land Bank of the Philippines (LBP) with a very low interest. This will be arranged by the IT firm if the school is interested. Chairman Punzal reiterated that this arrangement would really fast-track the ICT development in the SUCs.

#### IV. ADOPTION OF THE PROPOSED AGENDA

Chairman Punzal requested the Board Secretary to read the items calendared for the 162<sup>nd</sup> Board of Trustees meeting.

Chairman Punzal requested the members of the BOT to go over the agenda and invited the members to present any other item for inclusion in the meeting provided that such does not require any background study by the Board of Trustees. Chairman Punzal also informed the members of the Board that if anybody has any proposed additions to the Other Matters in addition to the calendared items for discussion, these will be entertained at this time.

After ascertaining that there were no Other Matters to be included, Chairman Punzal informed the Board that "the Chair now accepts a motion for the approval of the agenda calendared and those matters added in the original." Trustee Michael Y. Rapada moved for the approval of calendared agenda as presented and Trustee Cyril Luis Arradaza seconded the motion.

#### V. READING AND APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

Commissioner Punzal asked the members of the BOT to look at the minutes, presented in Tab A, for correction.

Trustee Perla M. Tan pointed out the following corrections:

- a) page 8, line 1 – change "was" to **"is"**;
- b) page 8, line 4 – delete the phrase: "be the one who will";
- c) page 13, line 3 – change "favorable" to **"favorably"**;
- d) page 15, line 16 – delete "very was";
- e) page 16, lines 2 & 3 – should be deleted since the proposal has not been discussed by the ViSCA Faculty Association (VFA);
- f) page 20, lines 16 & 17 – change the phrase "I agreed that only those . . ." to **"It may be said that he is on the belief that only those . . ."**;



- g) page 22, line 1 – delete the word “that” before “body”;
- h) page 28, line 3 – change the word “perspective” to “**prospective**”.

After all the corrections were made, Chairman Punzal asked for a motion for the approval of the minutes as corrected. Trustee Tan moved for the approval of the minutes as corrected and was duly seconded by Trustee Rapada. Thus, the ViSCA Board of Trustees passed

#### **BOT RESOLUTION NO. 24, s. 2001**

**Approving the Minutes of the 161<sup>st</sup> Board of Trustees meeting dated 20 January 2001 held at the ViSCA Guest House from 2:30 p.m. to 9:23 p.m. as corrected.**

#### **VI. MATTERS ARISING FROM THE APPROVED MINUTES/ PRESIDENT'S REPORT**

Chairman Punzal proceeded to ask the ViSCA President for the presentation of the highlights of the President's Report as well as for the presentation of a summary of the resolutions made during the last BOT meeting.

Chairman Punzal asked the members of the Board “to go over the approved minutes for any updates, follow up, clarifications, and other motions that you would like to discuss pertaining to any of the resolutions.”

At this point, Trustee Leo P. Cañeda updated the Board of the results of the inquiry made by the Department of Agriculture on the appropriateness of BNAC as agricultural campus with respect to its continued affiliation with ViSCA. He then proceeded to mention the highlights of the report, as follows:

*“(1) BNAC is under-performing because it is under-supported; (2) there is a perceived management crisis in the institution; and (3) it lacks a coherent vision. However, the Department of Agriculture believes that BNAC be retained as an agricultural school for the following reasons: (a)*



*there is no other agricultural school in the province; and (b) school enrolment is still increasing despite the present situation. It is also recommended that ViSCA will gradually phase itself out of the picture so that BNAC can be formally integrated with the Naval Institute of Technology (NIT). This will mean that NIT will have to provide the needed climate for the integration of BNAC into its family."*

Trustee Cyril Arradaza suggested to the Chairman that the report of Trustee Cañeda be incorporated in Tab D when the Board will discuss the issue of BNAC. The Honorable Chairman Punzal was amenable to this suggestion.

President Milan then informed the Board that there were two (2) items that she would like the Board to be updated on. First was on "the status of the Sandoval Formal Investigation" while the second, pertained to "the approval of the sabbatical leave of Dr. Rebecca M. Santiago".

Regarding the first item, President Milan narrated that: "The lawyer of the respondent requested for a deferment of the investigation because Dr. Sandoval's lawyer is running for Board Member in the forthcoming elections. The ViSCA Administration has already started the formal investigation but, because of this development, the formal investigation will have to continue after the election as agreed upon by the Formal Investigation Committee and the lawyer of the respondent." On the second item, President Milan stated that: "After consultation and discussion with Dr. Santiago, it was agreed that he should come up with an output on Basic Principles of Horticultural Crops instead of Crop Production. It was also agreed that the chapter on cereals be also removed because of an existing module made earlier.

Trustee Guindolino Gerona raised the issue on the mechanics for the use of the facilities for both Animal Science and the School of Veterinary

Medicine. President Milan clarified that “only the division of the department has been approved and the mechanics will have to be discussed at the department level”.

## **VII. UNFINISHED BUSINESS**

### **A. Jurisdiction Issue over the Biliran National Agricultural College**

Chairman Punzal acknowledged the presence of a number of guests from the BNAC community including the mayor of the municipality of Biliran and some parents and students. Chairman Punzal requested President Milan to make the presentation of the issue at hand.

President Milan informed the Board that the constituents of BNAC - the students, faculty and staff, parents and the general community – expressed their opposition to the eventual integration of BNAC with NIT. They were one in expressing their preference to being integrated with ViSCA. They indicated that *“CHED Memorandum No. 18 stipulates that one of the basis of integration is the similarity in degree programs offered. Furthermore, the General Appropriations Act of 2000 places BNAC under the jurisdiction of ViSCA”*.

However, Republic Act No. 8292 (Higher Education Modernization Act of 1997) provides that integration may be done only within a province. In the case of Ruperto K. Kangleon Memorial Agro-Fishery Technical Institute (RKKMAFTI), said institution was immediately integrated with the Southern Leyte State College of Science and Technology (SLSCST) since it is located in So. Leyte. This was the basis for the transfer of BNAC to the Naval Institute of



Technology (NIT). Since last year, NIT has been actively running the institution without losing sight that BNAC is an agricultural school.

President Milan informed the Board that about two (2) weeks back, the BNAC community became highly agitated and a sit-down strike was made and that she had a talk with the different sectors relative to their positions. In the light of the line of argument of the BNAC constituents, President Milan decided to invite some of them to this Board of Trustees meeting so that they may present their side to the Board.

Chairman Punzal reiterated the fact that BNAC is located in a separate province and is far from the ViSCA campus. He reminded everybody that "no law is written in stone meaning that it can be changed to conform with reality." The report of Dir. Cañeda mentioned that BNAC suffers from under-support. This is precisely the reason why integration with a host SUC was undertaken. The original intent of the integration of CHED Supervised Institutions (CSIs) with the State Universities and Colleges (SUCs) was to maximize utilization of funds considering the inability of the national government to build the capabilities of the CSIs.

Chairman Punzal informed everybody that he personally went to the BNAC campus to explain the rationale of the integration. During that meeting, apprehensions and questions on integration with NIT were raised and answered. It was felt that all possible problems were adequately addressed considering that the BNAC community had already accepted the new arrangement with NIT and the group parted ways very amicably. Chairman Punzal then inquired from the visiting BNAC delegation what issues they would like to discuss.



At this point, Mr. Tito P. Corpin, the Vice President of the BNAC Faculty and Employees Association took the floor. He requested that the association lawyer, Atty. Velayo, be permitted to attend the meeting so that he can present the legal issues. Mr. Corpin then proceeded to present the two (2) main issues related to the integration.

Trustee Go-Soco then suggested that the Board convene in an Executive Session to be able to discuss whatever things may have transpired. This will provide the BNAC guests the opportunity to be heard by the ViSCA BOT *en banc*.

Mr. Corpin then laid down the premises of the position of the BNAC F & E Assn.: (1) that there should have been consultation within the BNAC community prior to the implementation of the integration; and (2) the MOA between ViSCA and NIT lacked legality because no consultation with the affected constituents had been done prior to the signing of the MOA.

At this juncture, Chairman Punzal clarified the following points: (1) that the BNAC F&E Association is questioning the Integration of CSIs with SUCs; and (2) that the BNAC F&E Association favors the integration of BNAC with ViSCA rather than NIT.

Mr. Tito Corpin explained that on the first point, the former BNAC OIC Mr. Tito Semblano did not inform the BNAC community of such an event. On the second point, the General Appropriations Act (GAA) for CY-2000 as well as CHED Memorandum No. 18 fully supports the position of the BNAC F&E Association.

Chairman Punzal informed the body that the MOA between ViSCA and NIT was essentially a "management prerogative" and thus

cannot be questioned in the light of the BNAC F&E Association's acceptance of its integration with ViSCA.

Mr. Corpin, in his rebuttal, replied that the signing of the MOA was done without due consultation with the affected constituents – the BNAC community. Had the BNAC community been consulted on the matter, it would have raised their objection to such a move.

The municipal mayor of Biliran, Biliran, the Hon. Pablo A. Mejia III gave his support to the petition of the BNAC students, parents and faculty for the continued integration of BNAC with ViSCA. He presented to the Board the Resolution of the Sangguniang Bayan of Biliran fully supporting the petition of the BNAC community.

President Milan then reminded the BNAC representatives that it did not pursue the last recourse of consultation before undertaking the "sit-down" strike last February. To make things more difficult, we were prevented from "physically entering the campus" as the gate to the upper campus was barricaded by students and parents. Then during the dialogue with faculty and students in the lower campus, the "student leaders" who attended walked out. As such, no dialogue and consultation that can be expected.

Mayor Pablo Mejia reiterated the desire of the Biliranons that the ViSCA Board of Trustees renders a final decision on the matter so that when they return to their province, they can inform the interested public of the stand of the ViSCA BOT.

At this point, Trustee Cyril Arradaza requested the BOT Chairman to give the President of NIT and the Officer-in-Charge of BNAC, Dr. Esperanza Pajo, the opportunity to make a rebuttal of the



points raised in the position paper. Chairman Punzal then directed President Pajo to make her statement.

President Esperanza Pajo informed the members of the BOT that she received a copy of the position paper only on 05 March 2001. It was, therefore, impossible for her to "conveniently ignore the petition by not treating the same during the February meeting of the NIT Board of Trustees." She also impressed upon the ViSCA BOT that she was not immediately aware of the MOA between ViSCA and NIT as this was signed by Dr. Juanito Sison, the former President of NIT. It was only when Mr. Semblano took up the issue when she was just newly appointed as President of NIT that she became aware of it. It was then that she talked to President Milan about coming up with a joint resolution by the two Boards for the integration of BNAC to NIT. Having said this, President Pajo left it to the ViSCA BOT to make the final decision on the matter.

Chairman Punzal commented that apparently the situation has deteriorated to the point that neither ViSCA nor NIT will be able to adequately respond to the situation. If no solution can be found to solve this, the CHED Commissioner was of the opinion that BNAC will be reverted to becoming a CSI and with this, BNAC will lose the opportunity to be given a host institution that will help it build its capabilities. This possibility is more constraining because the BNAC budget has already been integrated with the host SUC. This will mean that CHED will administer BNAC without a budget and the school will have to subsist on its own.

Chairman Punzal then asked the BNAC delegates for a few parting words. Mr. Tito Corpin then asked the ViSCA Board of



Trustees through Chairman Punzal for permission to let their legal counsel make the final statement for them. This request was granted.

The arguments presented earlier by Mr. Corpin were again expounded by the BNAC F&E Association legal counsel. He prayed that the ViSCA BOT will correct the mistake so that peace and harmony will again reign in the BNAC campus. This same sentiment was aired by the Mayor of Biliran, Biliran.

Trustee Cyril Arradaza informed the body that during the joint ViSCA-NIT BOT meeting held at the Leyte Normal University he manifested his objection vis-à-vis the legality of the MOA entered into by ViSCA and NIT. However, as President Milan added, for a year, NIT was basically running BNAC without any problem until the time that a new Administrator was appointed for BNAC.

Chairman Punzal then expressed his disappointment that his fruitful meeting with the BNAC personnel in Biliran was not really that fruitful after all. He felt that the trouble started only after the NIT BOT appointed Dr. Bohol as Campus Administrator of BNAC. The NIT Board evaluated the qualifications of all the applicants for the position and was in agreement that Dr. Bohol was the best person to head the campus. Unfortunately, she was an outsider and so, we have this unrest. This always happens whenever an outsider is appointed to the top post in an institution. Chairman Punzal then thanked all the Biliranons who came over to express their sentiments before the Board. He assured everybody that the ViSCA BOT will carefully evaluate the situation before it renders final judgment on the issue.

Immediately after the meeting with the Biliran delegation, the ViSCA Board went into an executive session. During the session, the

members of the Board found it very difficult to make any decision and decided to carefully evaluate the situation, including the political situation, before making a decision. It decided to tackle the matter in the next BOT meeting in May 2001.

## **VIII. NEW BUSINESS**

### **A. Academic Matters**

#### **1. Memorandum of Agreement (MOA) between ViSCA and FCIC on ROTC**

The members of the Board, after careful perusal of the draft MOA, agreed that this was needed. Trustee Rapada opined that the ROTC fee paid by FCIC students must be remitted to ViSCA since they were taking their ROTC instruction in ViSCA, hence this MOA. President Milan informed the body that for the past 25 years, ViSCA and FCIC never had a MOA regarding the ROTC instruction at ViSCA. Nevertheless, Trustee Arradaza indicated that the needed Board action was simply a confirmation since the President already signed the MOA.

Trustee Guindolino R. Gerona inquired if there was an additional guideline regarding the minimum/maximum limit on assistance to students in case of accident. To this inquiry, Chairman Punzal felt that the standard student group insurance should be able to cover this. President Milan indicated that ViSCA may extend additional benefits like helping in the payment of medicine if funds are available. Trustee Rapada moved for the confirmation of the MOA between ViSCA and FCIC on the ROTC. Trustee Arradaza seconded the motion. The Board passed

#### **BOT RESOLUTION NO. 25, s. 2001**

**Confirming the MOA between ViSCA and FCIC on ROTC.**



## 2. Selection of Two Private Sector Representatives

Chairman Punzal inquired from President Milan whether we have a ranked list of applicants. To this, President Milan replied in the affirmative. Chairman Punzal asked the members of the Board to look at the guidelines so that everybody will be guided accordingly during the selection process. Trustee Michael Y. Rapada, the Student Trustee and a member of the Screening Committee, gave a rundown of the screening process and the backgrounds of the applicants. He further explained the ranking made by the committee on the different applicants. Trustee Rapada also informed the Board that one applicant, Atty. Ramon Am. Torres, formally communicated with Dr. Jose Bacusmo, the Chairman of the Screening Committee, indicating that he was declining the nomination to become a Trustee because of his tight schedule.

Chairman Punzal then asked the Board how it should go about in selecting the two private sector representatives. He suggested that the selection be done by consensus so that the member can talk about it. However, Trustee Perla M. Tan suggested that the selection be done by secret balloting. Chairman Punzal then divided the house with the following results: three (3) trustees voting for consensus and four (4) trustees voting for secret balloting. Given this result, Chairman Punzal directed the BOT members to make select two nominees from the list and the first two (2) highest nominees will be selected.



Results of the secret balloting were as follows:

	First Round	Second Round
Barbusa	4 *	
Brodeth	3	2
Loreto	3	2
Mazo	3	3 *
Ong	1	

Based on the results of the secret balloting, Mrs. Barbusa and Dr. Mazo were selected as Private Sector Representatives. The Board passed

**BOT RESOLUTION NO. 26, s. 2001**

**Appointing Mrs. Barbusa and Dr. Jose Mazo as the two Private Sector Representatives to the ViSCA Board of Trustees provided that all conditions and requirements for such appointments are fully complied with.**

**3. Change of Employment Status of Ms. Rosa Ofelia D. Velarde from Temporary to Permanent**

President Milan informed the body that ViSCA as approved by the Civil Service Commission has been given the authority to give appointments or change employment status of personnel. She justified that for the past two years Ms. Velarde has been an Assistant Professor and has met all the requirements. The Academic Personnel Board recommended approval of the change of status.

Trustee Tan then moved for the approval of the change of status of Ms. Velarde and Trustee Gerona seconded the motion. The Board passed

**BOT RESOLUTION NO. 27, s. 2001**

**Approving the change of status of Ms. Rosa Ofelia D. Velarde from Temporary to Permanent provided that all requirements relative to the change of status are fully complied with.**

#### 4. Renewal of Appointment of Regular-Temporary Employees

President Milan informed the body that the requests for renewal have passed through the appropriate bodies. She requested the members to delete the name of Ms. Velarde as she had already been recommended for permanent status in the earlier item for discussion.

Trustee Tan pointed out that No. 15 does not hold an Instructor I but a higher position. President Milan provided the members of the Board the revised list of employees for renewal that contains the corrections of item No. 15. Chairman Punzal directed the Board to take note of the corrections.

Trustee Tan then moved for the renewal of appointments of regular-temporary employees. Trustee Gerona seconded the motion. The Board passed

#### **BOT RESOLUTION NO. 28, s. 2001**

**Approving the renewal of the appointments of regular-temporary employees.**

NAME	POSITION	EFFECTIVITY
1. ABELA, Julius V.	Instructor I	06-01-2001
2. ALBARICO, Marvin C.	Instructor I	06-01-2001
3. SAPAN, Mary Jean M.	Instructor I	06-01-2001
4. PABROQUEZ, Jesus S.	Agricul. Tech II	06-01-2001
5. PALA, Patricia C.	Instructor I	06-01-2001
6. PASCUAL, Rose C.	Instructor I	06-01-2001
7. SEROY, Goldamier Leovicresa N.	Instructor I	06-01-2001
8. MARTINEZ, Seregina Ruth L.	Instructor I	06-01-2001
9. SALVINO, Roslinda O.	Instructor I	06-01-2001
10. PEQUE, Dennis P.	Instructor I	06-01-2001
11. CATRE, Salvador M. Jr.	Instructor I	06-01-2001
12. ENAGE, Susan M.	Instructor I	06-01-2001
13. GATCHALIAN, Florida A.	Instructor I	06-01-2001
14. GRAVOSO, Annie P.	Instructor I	06-01-2001
15. ALFARO, Braulio Jr. B.	Asst. Prof. IV	06-01-2001
16. ABAMO, Antonio P.	Asst. Prof. III	06-01-2001
17. CUADRA, Lijuera I.	Instructor I	06-01-2001
18. PEÑA, Janet T.	Instructor I	06-01-2001
19. BASTASA, Gavino N.	Instructor I	06-01-2001
20. SEDIGO Erna Teresita J.	Instructor I	06-01-2001
21. SINON, Feliciano G.	Instructor III	06-01-2001



5. Renewal of Secondment of Prof. Winston Tabada at the DA-BAR

President Milan informed the body that the Personnel Committee of the Department of Ag. Engineering and Applied Mathematics (DAEAM) and the Academic Personnel Board has favorably recommended renewal of the secondment of Prof. Tabada to the Bureau of Ag. Research.

Trustee Gerona then moved for the approval of the renewal of the secondment of Prof. Winston Tabada to the DA-BAR. Trustee Rapada seconded the motion. The Board passed

**BOT RESOLUTION NO. 29, s. 2001**

**Approving the renewal of secondment of Prof. Winston Tabada to the DA-BAR until 01 November 2001 and provided that the guidelines on secondment are strictly followed.**

6. Appointment of Regular Employees from the Main Campus and the Isabel Campus.

President Milan informed the Board that there were seven (7) employees for appointment in the Main Campus as well as in the Isabel Campus.

Chairman Punzal then inquired from President Milan if all the usual procedures and processes were followed. To this, President Milan replied in the affirmative. She directed the Board to look at the attachments.

President Milan then moved for the approval of the appointments of the regular employees from the Main Campus and the Isabel Campus. Trustee Tan seconded the motion. The Board passed



## **BOT RESOLUTION NO. 30, s. 2001**

**Approving the appointments of regular employees from the ViSCA Main Campus and the Isabel Campus effective immediately provided that the procedures and processes attendant to the appointments have been strictly followed.**

<b>NAME</b>	<b>POSITION</b>
-------------	-----------------

For ViSCA- Main Campus

- |                           |   |
|---------------------------|---|
| 1. Anecita M. Lumacad     | Lab. Technical  |
| 2. Lorna E. Sister        | Media Prod'n Spec. 2<br>(Charge to Marites Sales' item) |
| 3. Karine Apale           | Col. Librarian I  |
| 4. Vicente Gilos          | Col. Librarian I  |
| 5. Florencio B. Macariola | Mechanic II   |

For ViSCA-Isabel Campus

- |                      |                |
|----------------------|----------------|
| 6. Queen Ever Atupan | Accountant I   |
| 7. Edita J. Ablan    | Acctg. Clerk I |

7. Request of the Tolosa Campus for Reclassification of Positions from Teacher III to Instructor I

President Milan informed the Board that this is in line with the integration of LSSF. In the tertiary level, Instructor I is the equivalent position of Teacher III.

Chairman Punzal inquired from the Board if there were any questions on the matter and hearing none, asked for a motion to approve the request.

Trustee Tan made a motion for the approval of the request of the Tolosa Campus for the reclassification of positions from Teacher III to Instructor I. Trustee Rapada seconded the motion. The Board passed

## **BOT RESOLUTION NO. 31, s. 2001**

**Approving the request of the ViSCA Tolosa Campus for the reclassification of positions from Teacher III to Instructor I effective immediately provided that the procedures and processes attendant to the reclassification have been strictly followed.**

## NAME

- |    |                       |                       |
|----|-----------------------|-----------------------|
| 1. | Mrs. Ursula E. Lauzon | Item No. TCH3-17-2000 |
| 2. | Ms. Erna M. Carcueva  | Item No. TCH3-11-2000 |
| 3. | Ms. Lucila P. Merro   | Item No. TCH3-16-2000 |

### 8. Sabbatical Leave Applications of Dr. Myrna M. Avila, Dr. Perla M. Tan, and Dr. Linda S. de la Rosa

President Milan requested the Board to approve the sabbatical leave applications of Dr. Myrna M. Avila, Dr. Perla M. Tan, and Dr. Linda S. de la Rosa effective 01 June 2001 to 31 May 2002.

Chairman Punzal then inquired from President Milan if the guidelines for sabbatical leave application were followed. President Milan replied that the usual procedures relative to sabbatical leave were strictly followed.

Trustee Gerona then moved for the approval of the sabbatical leave applications of Dr. Myrna M. Avila, Dr. Perla M. Tan, and Dr. Linda S. de la Rosa. Trustee Leo P. Cañeda seconded the motion. The Board passed

### **BOT RESOLUTION NO. 32, s. 2001**

**Approving the sabbatical leave applications of Dr. Myrna M. Avila, Dr. Perla M. Tan, and Dr. Linda S. de la Rosa effective 01 June 2001 until 31 May 2002. During this period, Dr. Avila is expected to write a monograph entitled "Community Resources Mobilization and Management: Lessons and Experience in the Uplands", and a monitoring and evaluation guide for the Centers' extension programs/projects which is entitled, "Reflective, Appraisal of Programs (RAP); A tool for Clientele, Perceived Evaluation of Extension Program/Project. Dr. Tan is expected to write instructional materials in LT 216, English 26 and LT 214. On the other hand, Dr. de la Rosa is expected to update and/or revise the laboratory manuals in Chem 11, FT 121 and FT 122. It is understood that the final reports shall be submitted to the Office of the President within three (3) months after reinstatement.**



9. Proposal to Charge Rent for the Use of ViSCA Classrooms by Outsiders

President Milan informed the Board that ViSCA has become the favorite venue for meetings by different groups. These groups just occupy vacant classrooms and use the said facilities without any regard for maintenance and the use of electricity. The Administrative Council has approved the charging of P60.00/hour/room for the first hour and P40.00/hour/room for the succeeding hours.

Trustee Rapada inquired if students will also be required to pay said rates. President Milan clarified that if it is an OSA approved and recognized student activity, then it is free of charge.

Trustee Tan pointed out the need to define what is meant by "outsiders" so as to avoid confusion. Chairman Punzal suggested that in the contract for use of the facilities, there has to be a provision that the user will be held accountable for restoring the cleanliness of the facility as well as for any damage to said facilities.

Trustee Gerona motioned for the approval of the proposal subject to the inclusion of suggestions made and refinement of the guidelines for use of said facilities. Trustee Arradaza seconded the motion. The Board passed

**BOT RESOLUTION NO. 33, s. 2001**

**Approving the proposal to charge rent for use of classrooms by outsiders in accordance with the approved guidelines.**

**GUIDELINES IN THE USE OF ViSCA CLASSROOMS BY OUTSIDERS**

**Rationale:**

Many organizations, both public and private, would like to conduct their meetings and other activities after office hours or during weekends in ViSCA. These organizations include other government agencies such as DA, DENR, DOH and local government units as well as private entities in ViSCA, i.e., foundations, cooperatives and religious groups. In the past, such affairs have been tolerated and



provided free-of-charge especially if a member of the faculty takes the responsibility to see to it that everything is properly done. However, with the present economic crunch wherein departmental budgets have been reduced and even the appropriation for use of electricity is not enough to cover the expenses cost, it is necessary to charge a minimal rental to cover the expenses involved in the use of government facilities such as classrooms. Besides, some departments have already started charging the use of their rooms and this guideline is proposed to standardize the practice. An OSA approved and recognized student activity is not covered.

**Approved Guidelines:**

1. Charges\*  
Government agencies and private organizations  
P 60/hr/room, P 40.00/hr/thereafter
2. Reservations shall be made at the department whose room the requesting party would like to use.
3. Payment for rental shall be made at the Cashier's Office prior to the use of the room.
4. All payments shall be deposited at a special trust fund created for that purpose. The department shall get 75% of the rental for maintenance and 25% shall accrue to the College.
5. The users will be held accountable for restoring the cleanliness of the facility as well as for any damage to said facilities. Any violation shall be subjected to a fine as determined by the person incharge of the facility.

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\* Rate is based on an ordinary classroom or laboratory room; lecture room rates will depend upon the size and as determined by each department.

6. Proposed "Development of Sustainable Commercial-Scale State-of-the-Art Piggery Project" by ViFARD

President Milan presented the proposal for Board approval. President Milan informed the Board that this proposal had been deliberated and approved by the Administrative Council in its 02 March 2001 meeting. This project will be launched in partnership with LADCFI. President Milan indicated that the said facility will utilize modern technology as well as new breeds of animals. Benefits

accruing to the school will come in the form of rentals as well as becoming an instructional facility.

Management wise, ViFARD will undertake the active management of the project as it is now managing the feedmill. ViSCA will provide technical support, land and facilities. LADCFI will provide some start-up capitalization for the project.

Trustee Rapada and Trustee Gerona raised the issue on whether the said project can really be utilized for instruction/research/extension by the college. Trustee Gerona stated that based on experience, once the project starts there will be restrictions imposed. Chairman Punzal opined that these things can be threshed out in the guidelines. What is important is that there is a general provision in the proposal which permits utilization of the project for instruction/research/extension purposes.

Trustee Arradaza inquired about the profit sharing arrangements of the project. According to the presentation, 25% goes to ViSCA, 25% goes to DASVM, 25% goes to ViFARD and 25% goes to the College Piggery Project (LADCFI). President Milan clarified that the ViSCA share is really 50% - 25% to LUAPO and 25% to DASVM. ViFARD and LADCFI will each get 25% for equally putting up the capital requirement estimated at P1.7 million. Payment to LADCFI, through the College Piggery Project (CPP), will be sort of an amortization to the capital invested by LADCFI in the project. After three years or once this amount has been repaid, the money will start to accrue to the College Piggery Project which can then utilize said funds for improvements on the project. Trustee Cañeda injected that the project should also demonstrate to people that swine raising is a profitable and worthwhile undertaking.



Trustee Rapada then motioned for the approval of the proposed sustainable commercial state-of-the-art College Piggery Project presented by ViFARD. Trustee Cañeda seconded the motion. The Board passed

**BOT RESOLUTION NO. 34, s. 2001**

**Approving the proposed development of a sustainable commercial state-of-the-art College Piggery Project presented by ViFARD.**

**7. Appointment of Designated Positions**

President Milan clarified to the Board that these are designated positions in the CHED Zonal Research Center (ZRC), Director and Asst. Director, as well as the designation of an Officer-In-Charge of the ViSCA Security Force and the designation of the Head of the Agribusiness Project Unit.

Trustee Arradaza raised a query on whether it is proper that the Board act on the appointment of Ms. Velarde as Asst. Director of the CHED ZRC considering that the Board has just approved the change of her tenure status from Temporary to Permanent. President Milan answered that Ms. Velarde has been with the college for the past 16 years and this is just a renewal of her designation of Asst. Director of the ZRC. President Milan explained that this designation is just like that of the department head and is not based on whether the person so designated is permanent or not. This is just "additional work." Trustee Arradaza was satisfied with the answer to his query.

Trustee Rapada then moved for the approval of the designations of Dr. Jose Bacusmo as Director of the CHED ZRC; Prof. Velarde as Asst. Director of the CHED ZRC; Dr. Salome Bulayog as Head of the Agribusiness Project Office; and Prof. Sergio Abit Sr. as



Officer-in-Charge of the ViSCA Security Force. Trustee Gerona seconded the motion. The Board passed

**BOT RESOLUTION NO. 35, s. 2001**

**Approving the designations of Dr. Jose Bacusmo as Director of the CHED ZRC; Prof. Velarde as Asst. Director of the CHED ZRC; Dr. Salome Bulayog as Head of the Agribusiness Project Office; and Prof. Sergio Abit Sr. as Officer-in-Charge of the ViSCA Security Force effective on the dates indicated.**

BACUSMO, Jose L.	Project Director, CHED, Z RC	1/1/2001-2/31/2001
VELARDE, Rosa Ophelia D.	Asst. Proj. Dir. CHED, ZRC	1/1/2001-12/31/2001
BULAYOG, Salome B.	Head, Agrib. Project Unit	1/1/2001-12/31/2001
ABIT, Sergio E.	OIC-ViSCA Security Force	2/1/2001-12/31/2001

**12. Candidates for Graduation**

President Paciencia P. Milan requested the Board to first act on the confirmation of the candidates for graduation since all the external campuses were represented in the meeting. President Milan informed the Board that the list had already been presented and approved by the Academic Council.

Chairman Punzal, after ascertaining that all the required procedures and requirements were complied with, requested for a motion from the Board for the confirmation of the candidates for graduation.

President Milan motioned for the acceptance and approval of the candidates provided that all requirements are fully complied with. Trustee Perla Tan duly seconded the motion to confirm the graduation of the candidates presented. The Board then passed

**BOT RESOLUTION NO. 36, s. 2001**

**Confirming the graduation of students, SY 2000-2001 in the ViSCA Main campus as presented provided that all requirements are fully complied with.**

**BOT RESOLUTION NO. 37, s. 2001**

**Confirming the list of candidates for graduation with Latin honors, SY 2000-2001 in the ViSCA Main campus as presented.**

**BOT RESOLUTION NO. 38, s. 2001**

**Confirming the graduation of students in the ViSCA external campuses as presented provided that all requirements are fully complied with.**

**13. Proposal on the Implementing Guidelines for Sabbatical Leave**

President Milan explained that ViSCA already has an existing guideline. During the conduct of an in-depth evaluation of the sabbatical leave program of the college, it was found that quite a number of faculty who went of sabbatical were unable to submit the expected output. This triggered the revision of the said guideline in the hope that this will achieve better compliance by those who avail of this privilege.

Towards this end, a committee was created by the ViSCA President and chaired by the VP for Academic Affairs. Said committee was tasked to conduct thorough discussions among colleagues in the academe. The revised guidelines were then deliberated upon and approved in the Administrative Council (ADCO) and the Academic Council (AC).

Trustee Rapada motioned for the approval of the revised implementing guidelines on sabbatical assignment. This was seconded by Trustee Gerona. The Board passed



## **BOT RESOLUTION NO. 39, s. 2001**

**Approving the implementing guidelines for sabbatical leave effective immediately upon Board approval.**

### **PROPOSAL ON THE IMPLEMENTING GUIDELINES FOR SABBATICAL LEAVE**

#### **Rationale:**

Faculty members in ViSCA have been granted sabbatical assignment in the form of study leave and/or exchange professorship with other colleges or universities to improve their competencies for service to the college. Such provision is spelled out in ViSCA Code and by BOT Resolution No. 39, s 1997 for grant availment but what is lacking are specific guidelines for the purpose stated. Over the years, problems have been associated with this particular privilege such as non-submission of expected outputs, hence this proposal.

#### **Guidelines:**

1. Only permanent faculty members with at least the rank of associate professor (and an earned Master's degree) for at least two years prior to the grant and who have served the college for not less than six consecutive years are eligible to go on sabbatical assignment.
2. Due to budgetary constraints and to avoid jeopardizing the program of the department/center, only one faculty member per year of that unit shall be allowed to go on sabbatical leave.
3. A sabbatical assignment shall be for six months to one year only commencing at the start of the semester upon mutual consent of the faculty member and the unit head.
4. Every year or fraction thereof of sabbatical assignment shall be equivalent to one year of actual service to the college upon his/her return.
5. Failure to return to the college or to submit the expected output shall be violation of the sabbatical assignment and construed as similar in offense to non-returning scholars.
6. No one shall be allowed to avail of other privileges such as secondment or transfer during the period of service to the college after the sabbatical assignment unless an appeal for reconsideration is approved by BOT.
7. Recommendation shall emanate from the unit's Personnel Committee following its approved schedule of sabbatical leave and coursed through the APB and OP before its final approved by the BOT. All application should include the plan of activities and expected output.
8. Upon completion of the sabbatical assignment, the faculty member shall submit the expected output through channel (from the department or center to the APB for endorsement of the request for re-instatement to the President). Two copies of each output shall be prepared by the returning faculty member, one for the unit and another one for the Office of the President.
9. Failure to submit the output within three (3) months after reinstatement shall be enough ground to place the faculty member on leave without pay (or charged to his/her accrued



leaves.) If the output is not submitted at the end of that period, he/she shall be considered to have violated the sabbatical assignment.

10. A term of reference shall be drawn to cover the provisions of the sabbatical assignment.

#### 14. Revised Guidelines for the ViSCA Fellowship/Scholarship Program

President Milan explained the difference between fellowship and scholarship. Fellowship involves the grant of certain privileges based on the merits of rank, immediate need, and length of service while scholarship is something that is acquired competitively. When ViSCA was a very new college, the "old-timers" were given fellowships while the new young recruits had to compete for graduate scholarships.

Chairman Punzal suggested that the revised guidelines be studied further and that both terms be clearly defined so that there will be no ambiguity about what the terms mean exactly.

#### 15. New ViSCA Mission, Vision, Goals and Objectives

President Milan strongly indorsed to the Board the approval of the revised ViSCA Mission, Vision, Goals and Objectives. President Milan informed the Board that these were crafted during the Strategic Planning Workshop conducted by the College last 19 March 2000.

Chairman Punzal, noting that there was no particular urgency in approving this, requested that action on the matter be deferred until next BOT meeting. This will give the Trustees time to look at the new vision, mission, goals and objectives.

President Milan informed the Board that the new vision, mission, goals and objectives, once approved, will be needed for the next round of AACUPP accreditation.

## 16. Proposed Inter-Departmental/Center Assignment

President Milan explained that this proposal came about because certain departments are overloaded and require additional manpower from time to time. There is a need, therefore, to redeploy manpower from other units who are not as loaded. At present, this is being done by certain units but there are no definite guidelines to be followed.

Chairman Punzal asked for a motion for the approval of the proposal. President Milan moved for the approval of the proposal for inter-department/center assignment. Trustee Rapada seconded the motion. The Board passed

### **BOT RESOLUTION NO. 40, s. 2001**

**Approving the proposed inter-departmental/center assignment.**

### **PROPOSED INTER-DEPARTMENTA/CENTER ASSIGNMENT**

#### **Rationale:**

ViSCA faculty members are usually listed in specific units wherein their expertise can be put to greatest use. It is a known fact, however, that many members of the faculty can be assigned in different units as evidenced by the existence of affiliate faculty or associate faculty categories. With the pressing problem of ViSCA departments/centers not having enough manpower to teach or do research and extension and also the need to re-energize some faculty members, it is proposed that an inter-departmental/center assignment be implemented. This way, dynamism and fluidity of assignments can be in place and the dedication and loyalty of the faculty can be focused towards the furtherance of his/her science.

#### **Guidelines:**

1. A request by the faculty for cross-posting or assignment shall be made to the new unit with the concurrence of his/her existing and new unit heads for endorsement by the respective program directors to the OVPAA for final approval by the President. A program of activities shall be included in the letter request.
2. Based on the workload and performance evaluation for two successive rating periods, the Performance Evaluation Review Committee may also recommend to the President such inter-



- departmental/center assignment for a faculty member upon consultation with all concerned parties.
3. A faculty member holding a plantilla position even if temporary may avail of this privilege.
  4. Cross assignment shall be for at least one year from a research center to another center, department to a center, department/center to unit, and vice versa.
  5. Since the cross assignment of a faculty member is an internal mechanism within ViSCA, no substitute may be hired to replace him/her during that period of assignment.

16. Proposed Workload of the Editorial Board and Reviewers of the Graduate School Journal

President Milan informed the Board that at present there are two (2) journals produced in campus: (1) the Annals of Tropical Research (ATR); and (2) the Graduate School Journal. It was the suggestion of AACUPP that the Graduate School put up their own journal. No workload has been allocated for the editorial board and reviewers of this journal unlike that of the ATR which has an existing set of workload guidelines.

Chairman Punzal, noting that management was more in the know about the proposal, asked for a motion approving the proposal. President Milan made the motion for the approval of the proposed workload of the editorial board and reviewers of the Graduate School Journal. Trustee Rapada seconded the motion. The Board passed

**BOT RESOLUTION NO. 41, s. 2001**

**Approving the proposed workload of the editorial board and reviewers of the Graduate School Journal.**



## PROPOSED WORKLOAD OF THE EDITORIAL BOARD AND REVIEWERS OF THE GRADUATE SCHOOL JOURNAL

### Rationale:

The Graduate School Journal originally entitled "Journal of Social Sciences and Humanities" conceptualized by the Graduate School former Director (Remigio P. Mollaneda) had two issues, one each in 1998 and 1999. Both issues contained articles that were not peer reviewed. To improve the coverage and contents of the journal, the Graduate School Executive Committee approved the new title "Journal of Science and Humanities (JSH)". Further, an editorial board was created. The Editorial Board in its recent meeting agreed on the format and guidelines to contributors and other matters related to the publication. Since it is necessary to come up with a journal that is comparable if not better than the existing ones, the editorial board together with the reviewers should be given proper incentives to encourage them to accept such assignments.

It is therefore proposed that the PAC Resolution No. 2, s. 1997 on the giving of incentives to the ATR editorial board members and reviewers be applicable to those of the JSH. The proposal is:

- The JSH editorial board and reviewers shall be given per issue the following work load units. Provided the units earned by a reviewer based on the number of technical papers reviewed for that semester shall be credited only in the succeeding semester.

Chairman: 4 workload units  
Members: 2 workload units  
Reviewers: 1 workload unit/article reviewed

### 18. Addendum to the Approved Proposal to Increase the High School Fees

President Milan informed the Board that there is a pending approved proposal to increase the high school fees. The present proposal is just to add P50.00 per student for the laboratory fee which will be used for the purchase of consumable laboratory materials needed for the projects of the students. At present, the students are paying only P100.00 per year for their laboratory fee. Considering the rate of inflation, there is a need to increase the laboratory fee by another P50.00 per student per year. The Principal

of the ViSCA Laboratory High School (VLHS) conducted a consultation with the parents of the students.

Without further deliberation, Trustee Rapada moved for the approval of the proposed increase in laboratory fees in the VLHS. Trustee Gerona seconded the pending motion. The Board passed

**BOT RESOLUTION NO. 42, s. 2001**

**Approving the proposed increase in high school fees particularly on laboratory fee.**

The following amount for laboratory fess shall be collected from each student for the whole year:

First Year	_____P	150.00
Second Year	_____	150.00
Third Year: Scheme I	_____	150.00
Scheme II	_____	100.00
Fourth Year	_____	100.00

If the amount of 150.00 or 100.00 for laboratory fee is added to the approved High School Fees of only 260.00 per year, then each student will only pay the following school fees for the whole year.

First Year	_____P	150.00
Second Year	_____	150.00
Third Year: Scheme I	_____	150.00
Scheme II	_____	100.00
Fourth Year	_____	100.00

**19. Request for Travel to Australia**

President Milan informed the Board that she would like to request for authority to travel to Australia for about one (1) week. She will be in Australia to attend the ACIAR In-Country Program Review. President Milan was identified as one of the Philippine representatives. All expenses for the trip will be borne by ACIAR. ViSCA now has two (2) new ACIAR projects in full swing.

Chairman Punzal, after noting that no government expense will be incurred, ask for a motion for the approval of the request. Trustee Gerona moved for the approval of the request for authority to



travel to Australia for a week. Trustee Rapada seconded the motion.

The Board passed

**BOT RESOLUTION NO. 43, s. 2001**

**Approving the request of Pres. Milan for authority to travel to Australia for one (1) week.**

**20. Proposal to Modify Guidelines to Grant Exemption from School Fees for ViSCA Staff and Dependents**

President Milan informed the members of the BOT that in 1993, the BOT approved the grant of exemption from school fees, meaning tuition and comprehensive fees, for all ViSCA staff and their dependents. The present day situation is that the laboratory fees have really become quite expensive. In the Veterinary Medicine program, the laboratory fees run as high as P500.00 per laboratory. In the other degree programs, the fees may not be as much but there is still a laboratory fee charged. The college wants to avail of these payments due to the high cost of maintaining the labs.

The proposal is essentially for the grant of free tuition fee only to ViSCA staff and dependents. This would mean that they have to pay the laboratory and miscellaneous fees. Secondly, that the free tuition fee grant to dependents should be limited only to the undergraduate level. This will be consistent to the statement in the old memorandum that "the grantee must be unmarried and must be 21 years of age or below." ViSCA staff are covered by another policy which permits them to pursue a graduate degree with free tuition.

Trustee Gerona remarked that because it will affect the privilege of the staff dependents, if it would be possible to defer making a decision on the proposal until after a consultation is done. President Milan replied that this is just a benefit given to staff and



dependents and not a right. This being the case, it is now the prerogative of management to decide on what benefits management may be willing to extend.

Chairman Punzal was of the same opinion. He requested for a more precise definition of dependent and the number of dependents who may be extended this privilege. He then suggested that the number of dependents who may avail of this privilege be limited to only four (4). Trustee Go-Soco was of the opinion that it would be sufficient that the 21 year age limit be the cut-off age for these dependents as well as the civil status which stipulates that they must still be single. President Milan further emphasized that the privilege of free tuition provided to ViSCA dependents apply to only one baccalaureate degree.

President Milan then motioned for the approval of the proposal to modify guidelines to grant exemption from school fees for ViSCA staff and dependents. Trustee Arradaza seconded the motion. The Board passed

#### **BOT RESOLUTION NO. 44, s. 2001**

**Approving the modification of the guidelines in the grant of exemptions from school fees for ViSCA staff and dependents.**

#### **PROPOSAL TO MODIFY GUIDELINES ON GRANT EXEMPTION FROM SCHOOL FEES FOR ViSCA STAFF AND DEPENDENTS**

##### **Rationale:**

Based on BOT Resolution No. 23, s. 1993, bonafide ViSCA employees, their spouses and dependent children are granted exemption from tuition and comprehensive fees to enroll in any non-degree or degree program in ViSCA. This education incentive and privilege has been given to encourage ViSCA staff and dependents to study in ViSCA. However, there has been some confusion as to the extent of coverage of the grant in relation to the age of dependents, kind of exemption from fees that is allowed and the number of years that one can enjoy the exemption. The following guidelines are thus

proposed not only to shed light on the issue but also to rationalize the aforementioned grant.

**Guideline:**

1. Staff members of the College and their dependents are granted exemption from tuition fees only. Bonafide employees include permanent, temporary, casual or contractual employees with existing valid appointment. Casual employees on job order basis are also included in this tuition grant.
2. Except for the spouse of the ViSCA employee, dependent children should be unmarried and up to 21 years old only. Only four (4) dependent children may avail of this privilege.
3. Grantees are qualified to enroll in non-degree, baccalaureate, diploma or its equivalent, whether classified as new or returning students, shifters or cross-enrollees from other institutions of learning, graduates of other programs offered by the College or outside who shall pursue other fields of interest in the College and special students enrolling in courses for their professional growth and development as well as for academic enrichment and review. ViSCA staff are allowed to pursue a graduate program but not another baccalaureate degree.
4. All pertinent rules and regulations of the College on admission, transfer, residency, etc. shall apply.

21. Request for Utilization of Income

President Milan informed the Board that the accountants of the Main campus, Alang-alang campus, Isabel campus and Tolosa campus have submitted certifications on the amount of income generated and its utilization. For the Main campus, the amount requested is P832,763.00; for the Alang-alang campus, P470,000.00; for the Isabel campus, P12,000.00; and for the Tolosa campus, P12,000.00.

No other questions were raised on the proposed utilization of income. President Milan motioned for the approval of the proposed utilization of income from the Main campus and the external campuses. Trustee Rapada seconded the motion, thus the Board passed



**BOT RESOLUTION NO. 45, s. 2001**

**Approving the request for utilization of income from the Main campus, Alang-alang campus, Isabel campus, and Tolosa campus as presented.**

**22. Proposal to Offer Agricultural Engineering as a Major Field in the Master of Science Program**

President Milan informed the Board that this proposal has been in the offing since 1993. There is now a felt need to offer graduate programs in areas where ViSCA has competence more so now that ViSCA has been identified as a Center of Excellence in Ag. Engineering. Secondly, our scholars who had been sent out for advanced studies have returned. Lastly, the involvement of the college in new foreign funded projects has opened up the possibilities of further enhancing our manpower capabilities as well as in the acquisition of new equipment. A survey was conducted by the department and found that many Ag. Engineers in the Visayas want to pursue graduate work and prefer to study in ViSCA rather than in UPLB due to distance, financial capability and difficulty in finding accommodation. Once this is offered, ViSCA will be the only one in the whole Visayas that will be offering this graduate degree program.

Chairman Punzal asked if there were any questions from the other Trustees. Hearing none, Chairman Punzal requested for a motion to approve the proposal. Trustee Gerona moved for the approval of the proposal to offer agricultural engineering as a major field in the Master of Science program. Chairman Punzal added that the approval should be subject to an evaluation after the first batch of graduates. Trustee Rapada seconded the motion. The Board passed

**BOT RESOLUTION NO. 46, s. 2001**

**Approving the proposal to offer Agricultural Engineering as a Major Field in the Master of Science Program.**

**23. Proposal to Offer Master of Science in Forestry**

President Milan informed the Board that this proposal is in response to having been identified by CHED as a Center of Excellence in Forestry Education. Likewise, faculty members who had been sent for graduate studies have returned and must now be productively harnessed. A survey was conducted by the department and found that about 50% of forestry graduates employed in the DENR and other tertiary institutions offering Forestry in the Region are clamoring for ViSCA to offer a Master of Science in Forestry as they prefer to study in ViSCA rather than in UPLB. Once this is offered, ViSCA will be the only one in the whole Visayas that will be offering this graduate degree program in Forestry.

Chairman Punzal asked if there were any questions from the other Trustees. Hearing none, Chairman Punzal requested for a motion to approve the proposal. Trustee Gerona moved for the approval of the proposal to offer Master of Science in Forestry. Chairman Punzal added that the approval should be subject to an evaluation after the first batch of graduates. Trustee Rapada seconded the motion. The Board passed

**BOT RESOLUTION NO. 47, s. 2001**

**Approving the proposal to offer Master of Science in Forestry.**



24. Proposed Revision of the Bachelor of Science in Agricultural Chemistry Curriculum

President Milan informed the Board that this proposal was in response to the changes in the Professional Regulations Commission (PRC) requirements. President Milan explained that a committee from UP Diliman came over to help out in the program revision. Two of the committee members were PRC examiners. Based on their assessment, more major courses were added to enhance the curriculum. Last year, one of our graduates, Ms. Jennifer Peña, copped 4<sup>th</sup> place in the Chemistry Board Examination.

Chairman Punzal asked the members of the BOT if they had any questions on the proposal. Chairman Punzal requested for a motion to approve the proposal. Trustee Rapada moved for the approval of the revision of the Bachelor of Science in Chemistry curriculum. Trustee Gerona seconded the motion. The Board passed

**BOT RESOLUTION NO. 48, s. 2001**

**Approving the proposed revision of the Bachelor of Science in Agricultural Chemistry curriculum.**

25. Request for Authority to Accept Donations from the German Government

President Milan informed the Board that the Federal Republic of Germany through the GTZ project will be donating five (5) vehicles which were used by the project. The Department of Foreign Affairs has requested authority from the ViSCA Board of Trustees for the ViSCA President to accept the donation.

Trustee Arradaza moved for the approval of the grant of authority to the ViSCA President to accept donations from the

German Government for an in behalf of the ViSCA Board of Trustees.

Trustee Rapada seconded the motion. The Board passed

**BOT RESOLUTION NO. 49, s. 2001**

**Approving to grant authority to the ViSCA President to accept donations from the Federal Republic of Germany for and in behalf of the Board of Trustees.**

**26. Request of Mr. Jaime M. Nunez and Ms. Flora Mia Duatin for Inclusion as Candidates for Graduation**

President Milan informed the Board that both students are graduate students and have successfully complied with all the requirements for graduation but were unable to meet the original deadline for filing application for graduation of the College Registrar. They are, therefore, requesting the Board for consideration.

President Milan motioned for the approval of the request provided that all requirements are fully complied. Trustee Tan seconded the motion. The Board passed

**BOT RESOLUTION NO. 50, s. 2001**

**Approving the request of Mr. Jaime Nuñez and Ms. Flora Mia Duatin for inclusion as candidates for graduation, second semester SY 2000-2001.**



## IX. ADJOURNMENT

Chairman Manuel D. Punzal inquired if there were any other items the Board may have missed. Hearing none, Hon. Go-Soco made as motion for the adjournment of the meeting. The members of the Board jointly seconded the motion.

The 162<sup>nd</sup> Board of Trustees Meeting was adjourned at 10:35 p.m.

Certified True and Correct

  
DANIEL M. TUDTUD JR.  
*Board Secretary*

Attested:

  
DR. MANUEL D. PUNZAL  
*Chairman*

## ATTACHMENTS



## MEMORANDUM OF AGREEMENT

### KNOW ALL MEN BY THESE PRESENT:

This Memorandum of Agreement made and entered into this 19<sup>th</sup> day of Feb., 2001 at Baybay, Leyte, Philippines, by and between:

The **VISAYAS STATE COLLEGE OF AGRICULTURE (VISCA)**, herein represented by its President, **Dr. PACIENCIA P. MILAN** with office address at Visayas State College of Agriculture, Baybay, Leyte hereinafter referred to as **VISAYAS STATE COLLEGE OF AGRICULTURE (VISCA)**:

- and -

The **FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION (FCIC)**, represented herein by its Director, **SISTER M. VERONICA TULIPAS, OSF** with office address at Franciscan College of the Immaculate Conception, Baybay, Leyte, hereinafter referred to as **FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION (FCIC)**:

### WITNESSETH

WHEREAS, Section 38, Article VII of the Republic Act Number 7077 states that Military Training is mandatory for all male students enrolled in Colleges, Universities and similar institutions of learning pursuant to the provisions of the National Service Act of 1937 and the 1987 Constitution.

WHEREAS, pursuant to AFP Regulations and Guidelines Number 310-021 and 314-023, FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION (FCIC) is not yet eligible to be established and organized into an ROTC Unit.

NOW THEREFORE, for and in consideration of the foregoing premises, the parties hereto have mutually agreed as follows:

### **ARTICLE I**

#### **OBLIGATIONS OF THE VISAYAS STATE COLLEGE OF AGRICULTURE (VISCA)**

The Visayas State College of Agriculture shall:

1. Accept FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION (FCIC) as its affiliated school for ROTC training purpose only until such said school is in a position to establish and organize a separate and independent Unit.
2. Implement rules and regulations being imposed by the VISCA ROTC Unit in consonance with the existing provision under Republic Act 7077 and under Expanded ROTC Program.
3. Provide officially assigned TAC-O's to report and conduct training and operation at the FCIC Campus whenever there is a special formation.
4. Formulate a clear Program of Instruction of the FCIC Cadets as an affiliated unit of VISCA ROTC-Unit.
5. Provide a special list of enrolled FCIC Cadets to the FCIC Administration.
6. Provide assistance which shall be taken out of the ROTC fees to FCIC ROTC Cadets in case of accident.



## ARTICLE II


### OBLIGATION OF THE FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION (FCIC)

The Franciscan College of the Immaculate Conception shall:

1. Remain as an affiliated school of Visayas State College of Agriculture ROTC Unit for ROTC training purposes until it has established and organized a separate and independent ROTC Unit.
2. Submit to rules and regulations being imposed by the ViSCA ROTC Unit in consonance with the existing provisions under the Republic Act 7077 and under the Expanded ROTC Program.
3. Transfer the ROTC fee collection from Franciscan College of the Immaculate Conception to ViSCA to support the major activities of the ViSCA ROTC Unit such as Presentation of Sponsors and Annual Administrative and Tactical Inspection and to support also the payment of travel/maintenance allowances of the Training Staff/Guest Instructors and other operating expenses of the ROTC Unit based in ViSCA.
4. Appropriate budget from the FCIC ROTC fund for any accident that may happen during the ROTC Regular/Special meeting.
5. Conduct regular and or special formation of FCIC-ROTC cadets as per schedule at the FCIC Campus unless otherwise directed to report to ViSCA ROTC-Unit for purpose of special operation like presentation of sponsor, tactical inspection, and the like.
6. Establish an office at FCIC Campus for proper coordination and assistance in the conduct of training of FCIC Cadets under the supervision of qualified tactical officers.

IN WITNESS HEREOF, the parties have hereto signed this Memorandum of Agreement at Visayas State College of Agriculture, Baybay, Leyte, Philippines, this 19<sup>th</sup> day of \_\_\_\_\_, 2001.

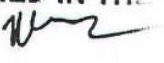
VISAYAS STATE C  
OF AGRICULTURE

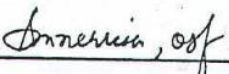
  
PACENCIA P. MILA  
President, ViSCA  
Baybay, Leyte

FRANCISCAN COLLEGE OF THE  
IMMACULATE CONCEPTION

  
SR. M. VERONICA TULIPAS, OSF  
Director, FCIC  
Baybay, Leyte

SIGNED IN THE PRESENCE OF:

  
\_\_\_\_\_

  
\_\_\_\_\_

ent

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)  
PROVINDE OF LEYTE ) S.S.  
TOWN OF BAYBAY )

In the Town of Baybay, Leyte, Philippines, this 19<sup>th</sup> day of Feb, 2001 personally appeared to DR. PACIENCIA P. MILAN with Residence Certificate No. 03651540, issued at Baybay, Leyte on Feb. 12, 2001 and SISTER M. VERONICA TULIPAS, OSF with Residence Certificate No. 03586539 issued at Baybay, Leyte on Jan. 3, 2001 foregoing instrument and they acknowledge to me that the same are their free and voluntary act and deed.

This instrument consisting of three (3) pages including this page where the acknowledgement is written and signed by the parties and their two (2) instrument witnesses on this page and at the right hand margin of each page.

WITNESS MY HAND AND OFFICIAL SEAL

Guinoc  
GLORIOSA M. CAYUNDA GUINOC  
NOTARY PUBLIC  
PTR NO. 7575962 R  
ISSUED AT BAYBAY LEYTE  
ON Jan. 3, 2001

Doc. No. 172  
Page No. 33  
Book No. VII  
Series of 2001

*Amunin, Of Mrs for Amunin, of*



**VISAYAS STATE COLLEGE OF AGRICULTURE**  
Baybay, Leyte

February 15, 2001

The Chairman  
ViSCA Board of Trustees  
Visayas State College of Agriculture  
Thru: Prof. Daniel M. Tudtud, Jr.  
BOT Secretary

Sir:

The Search Committee for two Private-Sector Representatives to the ViSCA Board of Trustees respectfully recommends the following five applicants/nominees for the said trustee positions:


	<u>Name</u>	<u>Age</u>	<u>Profession/Occupation</u>	<u>Residence(s)</u>
1.	Dr. Jose V. Mazo	65	Retired government official	Tanauan, Leyte
2.	Mrs. Rebecca V. Barbosa	67	Business Entrepreneur	Hilongos, Leyte
3.	Mrs. Asunción P. Loreto	51	Business Entrepreneur	Baybay, Leyte/ Tacloban City
4.	Mr. Rufino L. Brodeth	65	Business Entrepreneur	Ormoc City/ Maasin City
5.	Mr. Cristuto F. Ong	45	Business Entrepreneur	Hilongos, Leyte

Initially, the committee considered six applicants/nominees; however, one nominee, Atty. Ramon Am. Torres, waived his nomination. Per instruction of the ViSCA BOT, the committee assessed and ranked the remaining aspirants based on their qualifications and interview results.

Attached are the Evaluation Matrix and Committee's Remarks on each recommendees.


Very truly yours,

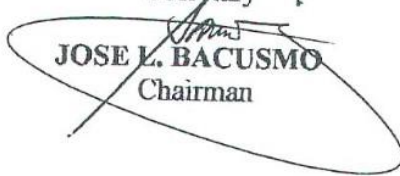
Search Committee for Private-Sector  
Representatives to the ViSCA BOT

  
**NERELITO P. PASCUAL**  
Member

  
**LINA T. VILLACARLOS**  
Member

  
**MICHAEL V. RAPADA**  
Member

  
**ZENaida D. GERONA**  
Secretary

  
**JOSE L. BACUSMO**  
Chairman

**EVALUATION MATRIX**  
(Selection of Private-Sector Representatives to the ViSCA BOT)

Name of Applicants/ Nominees	Educational Qualification	Positions Held	Awards/Honors Received	Interview	Total	Rank
REBECCA V. BARBUSA	15	12	8	20	55	2
RUFINO L. BRODETH	10	8	4	20	42	4
ASUNCION P. LORETO	15	11	5	20	51	3
JOSE V. MAZO	25	20	9.5	20	74.5	1
CRISTUTO F. ONG	10	5	4	20	39	5



**Committee's Remarks on the Five Recommendees for  
the Positions of Private-Sector Representatives  
to the ViSCA BOT**

**Rebecca V. Barbusa** has an extensive exposure to and involvement with farmer organizations and could therefore contribute ideas to make ViSCA's research and extension programs more relevant.

**Rufino L. Brodeth** can provide ideas on the generation of funds for college operation, scholarship, and increased benefits of employees. His linkage with the private sector may be advantageous to ViSCA. He has just been chosen as member of the TONC BOT, but expressed willingness to give up such post in favor of ViSCA.

**Asuncion P. Loreto** has extensive connections with politicians, thus could serve as an effective liaison of ViSCA with policy makers. As a former academician, she may also be able to contribute towards enhancing ViSCA's instructional programs.

**Jose V. Mazo** can actively participate in the ViSCA BOT discussion of most issues considering his educational training as an agricultural graduate and experience as BOT member of state universities and colleges in Region 8 and Caraga region representing NEDA.

**Cristuto F. Ong** believes that the development of educational institutions in an area leads to its economic progress. In relation to this, he has insights on the development of educational institutions in the locality. His political connections may serve ViSCA well in accomplishing its noble intentions.

**142nd ViSCA BOARD OF TRUSTEES MEETING**

11 December 1997

Leyte Normal University  
Tacloban City

**6. Proposed Qualifications for the Selection of Prominent Citizen as representatives  
ViSCA Board of Trustees**

After the Chair presented the proposed qualifications for the selection of prominent  
as representative to the ViSCA Board of Trustees, the Board agreed to exclude all public offi  
the selection process and passed:

**Board Resolution No. 71, s. 1997**

Approving the following qualifications for the selection of prominent citize  
as representative to the ViSCA Board of Trustees:

1. At least 35 years of age on the date of his appointment
2. A resident of the Province of Leyte for at least ten (10) years prior t  
his appointment
3. He must have distinguished himself in his profession/field o  
specialization
  - to be considered "distinguished", he must be an awardee on a  
achievement relative to his field of specialization or an officer of a  
awardee organization for significant contribution to the community  
province or country
4. He must not currently be connected officially with ViSCA. At the tim  
of nomination and incumbency as BOT representative, he must not be a  
employee of ViSCA with official appointment, covering a period of on  
year or more.
5. He must be of good moral character.
  - Conviction of any crime or administrative charges which is final or  
executory shall disqualify an applicant.
6. He must not be related to any member of the ViSCA BOT within the  
third degree of affinity or consanguinity.
7. At the time of nomination and incumbency as BOT representative, he  
shall not be a public official.

**Board Action: APPROVED**

Date: 11 Dec. 1997



Application Form for Private-Sector Representatives  
to the VISCA Board of Trustees

Name of Applicant: REBECCA VILLALBA BARRERA  
Address: H. longos, Leyte - Tel. 336-2243  
How long have you been staying/residing in this address? SB  
Age: 66  
Civil Status: MARRIED  
Name of Spouse: GREGORIO V. BARRERA  
No. of Dependents: NONE  
Profession: B. S. Pharmacy  
Highest educational attainment/degree: B. S. Pharmacy

Awards Received: (Use separate sheet if necessary)

See attached

Membership in professional organizations: (Use separate sheet if necessary)

See attached

Have you ever been convicted of any crime or administrative charges? ☐ Yes ☒ No  
If yes give particulars: \_\_\_\_\_

Did you have any business dealings with ViSCA for the last five (5) years? ☐ Yes ☒ No  
If yes, state nature of business: \_\_\_\_\_

Are you officially connected with ViSCA in any way? ☐ Yes ☒ No  
If yes, state particulars: \_\_\_\_\_

Are you related to any member of the ViSCA Board of Trustees within the third degree of affinity or consanguinity? ☐ Yes ☒ No

If yes, state relationship: \_\_\_\_\_

I hereby certify that the answers above are true and correct to the best of my knowledge.

REBECCA V. BARRERA  
Applicant

## BIO-DATA

### PERSONAL DATA:

Name : Rebecca Villaflor Barbusa  
Address : Hilongos, Leyte  
Date of Birth : October 30, 1933  
Parents : Inocentes Flordelis Villaflor  
          : Eustacia Relente Villaflor  
Married to : Gregorio Villahermosa Barbusa  
Children : Rebecca Dolores Barbusa - Ong  
          : Steve Villaflor Barbusa  
          : Thelma Leilani Babusa - Flanco

### EDUCATIONAL BACKGROUND

Elementary : Hilongos Central School  
Secondary : Bato Academy  
College :  
Bachelor of Arts : Far Easter University  
                  Manila  
B. S. Pharmacy : South Western University  
                  Cebu City

### AWARDS RECEIVED:

Outstanding Farmer of the Year (Rice category)  
Municipal Level - 1972 - 1973  
Provincial Level - 1972 - 1973  
Regional Level - 1972 - 1973  
National Level - 1973 - 1974  
  
Outstanding Seed Grower:  
Provincial Level - 1976 - 1977  
Regional Level - 1977 - 1978  
  
Travel Tour - China (Agribusiness Official Mission)  
November 21 to December 2, 1988  
- Taipei - September 28 to October 9

### Membership in Professional Organizations

Chapter President : Chapter Pharmaceutical Assc



## Positions Held in the Agricultural Sector

Vice-President	: Federation of National & International Outstanding Farmers of the Phil. Inc. (For Visayas) - 1989 - 2000
Vice-President	: Federation of Farmers Association of the Philippines (For Visayas) - 1978 - 1990
President	: Leyte - Samar Federation of Farmers Association Region VIII - 1975 - 1989
President	: Leyte Provincial Federation of Farmers Association 1975 - 1989 - 2000
Member	: Regional Project Management Committee Farming System Development Program - East Visayas - 1982 - 1987
Member	: Management & Evaluating Team, Farming Systems Development Program - East Visayas (FSDP-EV) - 1982-1986
Member	: Provincial Food & Agriculture Council Region VIII - 1986 -1987
Member	: Regional Food & Agriculture Council Region VIII - 1986 - 1987
Coordinator	: Regional Agriculture & Fishery Council Region VIII - 1986 - 1987
O I C	: Tagbaoto Irrigators Association Hilongos, Leyte - 1982 -1983
Director	: Tagbaoto Irrigators Association Hilongos, Leyte - 1977 - 1980
Sector Chairman	: Food Crops (RAFC-Region VIII) - 1989 - 1996
Vice Chairman	: RAFC Region VIII - 1997 - 1998
Chairman	: Leyte Provincial Rural Organization - 1998 - 2000
Treasurer	: RAFC - Region VIII - 1999 - 2000
Committee Member	: Gawad Sapat Ani 2000 (Rep. Farmers Sector)

February 6, 2001

DR. PACENCIA P. MILAN  
PRESIDENT  
Visayas State College of Agriculture  
Baybay Leyte

Dear Dr. Milan,

Foremost, thank you for considering me as your applicant for the position of Member of the Board of Trustees. Your trust and confidence, as well as your belief that my humble self can contribute to the progress and development of our school is indeed something that is very gratifying.

I have enclosed as requested my bio-data for perusal and consideration. I am particularly pleased to inform you that in my modest ways, I have in some ways made some contributions for community development. Likewise, my unblemished reputation as well as my achievements as a businessman and a respectable resident of our province, gives me the confidence to make myself available to serve in whatever capacity I am called to.

Rest assured that if given the chance to serve, I shall not fail you and I am committed to deliver the best that I can possibly can.

Very respectfully yours,



RUFINO L. BRODETH



## DATA:

Name: RUFINO LOPEZ BRODETH  
 Address: Tunga- Tunga, Maasin, Southern Leyte  
 Date of Birth: July 10, 1936  
 Place of Birth: Caballan, Southern Leyte  
 Age: 64 years old  
 Nationality: Filipino  
 Occupation: Businessman  
 Marital Status: Married  
 Name of Spouse: Luz Conui Brodeth  
 Education: Pharmacist  
 Present Position: Erwin Brodeth - Finance Manager - RB & Sons  
 Rommel Brodeth - Operations Manager - RB & Sons

## EDUCATIONAL BACKGROUND:

Elementary School: Caballan Elementary School Graduated 1950  
 High School: Siliman University  
 Dumaguete City Graduated 1954  
 College: Araneta University  
 Malabon, Rizal  
 B.S. in Agriculture  
 Major in Animal Husbandry Graduated 1962

## REPRESENTATION IN VARIOUS GROUPS

1992 - 1993: Board Member  
 Phil. National Red Cross  
 Southern Leyte Chapter  
 1993 - 1994: Chairman  
 Tripartite Wages and Production Board  
 Business Sector, Department of Labor  
 1996 - 2000: Deputy Presidential Assistant for  
 Southern Leyte office of the President  
 Board of Director Phil. Chamber of Commerce  
 Ormoc Chapter  
 1996 - Present: Chairman  
 Multi-Sectoral Forest Protection  
 Committee - Department of Environment and  
 Natural Resources Office - Maasin City  
 2001: Board of Trustees - Tomas Oppus National College  
 Tomas Oppus Southern Leyte  
 President and CEO - Rufino Brodeth & Co. Inc.  
 Maasin & Ormoc City



Republic of the Philippines  
House of Representatives

Quezon City, Metro Manila  
Tel. 9316221  
Fax (632) 9316221  
Tel. 9315001 Loc. 7294

**Hon. Ma. Catalina L. Loreto-Go**

*Congresswoman  
5th District, Leyte*

COMMITTEE MEMBER

Vice-Chairperson

Social Services

MEMBER:

Agrarian Reform  
Agriculture & Fisheries  
Appropriations  
Games & Amusements  
Higher Education  
Population & Family Planning  
Public Works & Transportation  
Trade & Industry  
Women  
Energy  
Health  
Public Information

August 14, 2000

The Board of Trustees  
Visayas State College of Agriculture  
Baybay, Leyte

Sirs, Mesdames:

I learned that there is a vacant seat in the ViSCA Board of Trustees (BOT) that you are planning to fill up at present.

Looking at the bright future of the college as an institution of higher learning and the challenges that will go with it, the ViSCA BOT needs a balance representation from all sectors of our communities to formulate good and effective policies and programs.

In this connection, I strongly recommend **MRS. ASUNCION P. LORETO** to be a member of ViSCA BOT. Mrs. Loreto is a good and productive citizen and a resident of Baybay, Leyte. Please refer to the attached biodata for more information about her.

Hoping for your immediate and favorable action.

Thank you very much.

Very truly yours,

  
**MA. CATALINA LORETO-GO**  
Congresswoman, 5th District of Leyte



## RESUME

### PERSONAL DATA

Name	ASUNCION E. PETILLA-LORETO
Date of Birth	August 15, 1949
Place of Birth	Tacloban City
Citizenship	Filipino
Civil Status	Married
Husband's Name	Engr. Jose Eti V. Loreto
Father's Name	Carlos Petilla (deceased)
Mother's Name	Maria E. Petilla (deceased)
City Address	Loreto Apartments 33 Congressional Ave., Q.C.
Telephone No.	(02) 426-2366 (02) 455-0034
Home Address	111 Veteranos Street, Tacloban City, Leyte.
Telephone No.	(053) 321-4712

### ACADEMIC BACKGROUND

#### POST GRADUATE

Master of Arts in Education  
Divine Word University  
Tacloban City, Leyte

Specialization in Math  
University of the Philippines  
Diliman, Quezon City

#### COLLEGE

##### SUMMA CUM LAUDE

Bachelor of Arts in Mathematics & Philosophy  
Divine Word University  
Tacloban City, Leyte  
1965-1969

##### MAGNA CUM LAUDE

Bachelor of Science in Education  
Divine Word University  
Tacloban City, Leyte  
1969-1970

#### HIGH SCHOOL

##### VALEDICTORIAN

High School Diploma  
Leyte National High School  
Tacloban City, Leyte  
1961-1965

ELEMENTARY

FIRST HONORS

Elementary Certificate  
Leyte State College  
Tacloban City, Leyte  
1955-1961

WORK EXPERIENCE

Operations Manager  
J. V. Loreto Construction  
111 Avenida Veteranos  
Tacloban City, Leyte  
1990-Present

Proprietor  
Tacloban Transit  
111 Avenida Veteranos  
Tacloban City, Leyte  
1978-1980

Instructor  
U.P. College- Tacloban  
Tacloban City, Leyte  
1974-1978

Instructor  
Leyte Institute of Technology  
Tacloban City, Leyte  
1973-1974

Instructor  
Visayas State College of Agriculture  
Baybay, Leyte  
1972-1973

Instructor  
Divine Word University  
Tacloban City, Leyte  
1970-1972

Director, Philippine Postal Corporation  
Manila  
1999 up to present

EXAMINATIONS TAKEN

Teacher's Board Examinations

Civil Service Examination  
Second Grade



## ORGANIZATIONS

Former Director  
Girl Scouts of the Philippines

Former Director  
Baybay Water District

Former Officer  
Baybay Pastoral Council

Former Officer  
Daughters of Mary Immaculate

Former President  
Mathematical Society  
Philosophical Society  
Science Club  
English Club  
(Divine Word University)

## HONORS/AWARDS RECEIVED

Most Outstanding COED of Tacloban City

Consistent College Scholar

Ganswinkel Trophy Recipient  
(Awarded to the graduate who obtains the highest  
scholastic rating for the graduating class)

Divine Word University  
Tacloban City

# **CURRICULUM VITAE**

*(As of November 1, 2000)*

## **PERSONAL DATA**

1. Name : **JOSE DE VEYRA MAZO**
2. Home Address : Real St., Tanauan, Leyte
3. Sex : Male
4. Date of Birth : 20 October 1935
5. Civil Status : Married
6. Name of Spouse : **LEATRIZ NIELO MAZO**

## **I. EDUCATIONAL ATTAINMENT**

1. Elementary : Tanauan I Central School  
Tanauan, Leyte
2. Secondary : Assumption Academy  
Tanauan, Leyte
3. College :
- a. B.S. Agricultural education  
Visayas State College of Agriculture, Baybay, Leyte, 1955-1959
- b. Bachelor of Arts  
Divine Word University, Tacloban City, 1980-1986
4. Graduate Studies:
- a. Master of Arts in Education  
Divine Word University, Tacloban city, 1969-1977
5. Post-Graduate Studies:
- a. Doctor of Philosophy in Educational Administration  
Divine Word University, Tacloban City, 1986-1992



## **I. PROFESSIONAL HISTORY**

1. Retired from government service on October 20, 2000, as Regional Director of the National Economic and Development Authority Regional Office XIII, the Caraga Region based at Butuan City.
2. Appointed to the rank of Career Executive Service Officer III on June 24, 1998
3. Appointed as Regional Director of the National Economic and Development Authority on January 15, 1997, after having risen through the ranks starting out as Agriculture Specialist F on January 1, 1976 at NRO VIII.
4. With the Bureau of Plant Industry, Regional Office VIII, Tacloban City starting out as Plant Pest Control Officer on April 16, 1973 and as Agronomist from July 1, 1973 to December 31, 1975.
5. With the Bureau of Public Schools, serving as Elementary Grades Teacher in Tanauan District II, Tanauan, Leyte.
6. With the Philippine Coconut Administration as Provincial Agriculturist from 26 July 1950 to 31 July 1968.
7. Started government service as an Agriculture Teacher at the Burauen High School, Bureau of Public Schools, Burauen, Leyte from June 18, 1959 to June 9, 1960.

## **II. GOVERNMENT POSTS HELD**

1. Regional Director, NRO Caraga Region XIII
2. Assistant Regional Director, NRO VIII
3. Chief EDS, NRO VIII
4. Supervising EDS, NRO VIII
5. Economic Development Specialist (EDS), NRO VIII
6. Agriculture Specialist E, NRO VIII
7. Agriculture Specialist F, NRO VIII
8. Agronomist, Bureau of Plant Industry, Region VIII
9. Plant Pest Control Officer, Bureau of Plant Industry, Region VIII
10. Elementary Grades Teacher, BPS, District II, Tanauan, Leyte
11. Provincial Agriculturist, PHILCOA, Diliman, Quezon City
12. Agriculture Teacher-Burauen High School BPS, Burauen, Leyte

#### **IV. MEMBERSHIP IN CIVIC/PROFESSIONAL ORGANIZATIONS**

##### **Professional Organizations:**

1. Region Eight Administrators League  
Region VIII, Eastern Visayas  
Member , Board of Directors, 1993-1994
2. Association of Caraga Executives  
Butuan City, Caraga Region XIII  
Interim President, 1997  
President, 1998-2000

##### **Civic Organizations:**

1. Tanauan Basketball Club  
As President, 1964 to 1973
2. Boy Scouts of the Philippines, Leyte Council  
Tacloban City  
As Second Vice-Chairman, 1993-1995  
As First Vice-Chairman, 1995to 1998

#### **V. AWARDS AND COMMENDATIONS**

1. Bronze Service Medal Award  
Boy Scouts of the Philippines  
Leyte Council

#### **VI. PUBLICATIONS/PAPERS PREPARED**

1. The Relevance of the Public School System to the Balance Agro-Industrial Development Strategy.  
(Published in the Research Forum "Pulong" of the Divine Word university of Tacloban, Tacloban City, January – June 1985, Vol. VIII, Nos. 7-12)
2. Current Regional Thrusts: Their Implications to Research Program Development.  
(Published in the SSPC Research Journal, Catbalogan, Samar, Vol. 1 No. 1 April – July 1987.)



3. Financing Philippine Higher Education Vis-A-Vis Socio-Economic Growth Trends and Needs, and the Vision of an Improved Quality of Life.  
( A paper presented at the Eastern Visayas Regional Roundtable conducted by the National Inter-University Forum on Education, at the Divine Word University, Tacloban City, September 2, 1997.)
4. Enhancing the Role of the Local Governments in the Population Program.  
( A policy paper presented at the presentation of the Computer Model on Resources for the Awareness of Population Impacts on Development, October 23, 1992, Tacloban City.)
5. Philippine Policies and Strategies for Rural Development  
( A paper presented at the Seminar for Rural Development Policies and Strategies, held September 14-23, 1993 at Islamabad, Pakistan.)
6. Strategy for Rural Agro-Industrialization through People Empowerment (STRAITPE)  
( A strategy prepared for and approved by RDC VIII for Implementation in Eastern Visayas.)

## **SPECIAL TRAININGS, SEMINARS, CONFERENCE**

### **A. National**

#### ***Special Trainings:***

1. Multiple Cropping and Training Management  
UPLB, 15 June 1975 to 12 July 1975  
Sponsor: UPLB-CA
2. Basic Supervisory Course  
Tacloban City, 27 April 1981 to 8 May 1981  
Sponsor: CSC
3. JET-STREAM  
Tacloban City, 24 May 1982 to 28 June 1982  
Sponsor : CSC
4. Salamin ng Paglilingkod  
Career Executive Leadership Program  
Gabriel Resort, Pangil, Laguna  
October 10-18, 1998  
Sponsor : Career Executive Service Board

*Seminar/Workshops:*

1. Reorientation Training Program  
19-24 April 1977  
Sponsor : NEDA – CO
2. Regional Budgeting  
Tacloban City, 14-16 February 1977  
Sponsor : Budget Commission
3. Small Scale Project Preparation  
UPLB-CA, 05 – 12 September 1977  
Sponsor : NEDA-UNDP-IBRD
4. Security Orientation  
Tacloban City, 14-15 December 1977  
Sponsor : NISA-NEDA VIII
5. Coconut Hybridization and Replanting Program  
VISCA, 3-5 February 1978  
Sponsor : PCPF-PCA
6. Information Planning for Development  
UP Diliman, 25-29 October 1978  
Sponsor : MPI-NEDA VIII
7. Appropriate Technology in the Philippines  
UP Diliman, 6-8 August 1980  
Sponsor : UPISSI-PCATT
8. Population and Development  
UP Diliman, 7-12 May 1984  
Sponsor : UP-POPCOM
9. Guidelines and Procedures for Availing Foreign Funding  
Covelandia, Cavite, 27-29 May 1985  
Sponsor : NEDA-UNDP-IBRD



## **B. International**

### ***Special Trainings:***

1. Rural Development Planning  
International Training Institute, Sydney, Australia  
08 September 1982 to 01 December 1982  
Sponsor : AIDAB

### ***Seminar/ Workshops:***

1. Farm Management, Extension, and Cooperatives in Rural Areas  
Afro-Asian Institute, Tel Aviv, Israel  
09-21 October 1988  
Sponsor : Israel
2. Rural Development Policies and Strategies  
National Center for Rural Development, Islamabad, Pakistan  
14-22 September 1993  
Sponsor : APO
3. Country-Specific Course on Agri-Industrial Development & Environmental Management  
University of Queensland, Brisbane, Australia  
3-22 July 1995  
Sponsor : AusAID
4. Regional Integration in the Asia Pacific Econ. Area: Competing Projects and Strategies for Successful Implementation  
Berlin-Hamburg-Bonn, Germany  
19 July 1997 to 01 August 1997  
Sponsor : German Foundation International Development

## **VIII. OTHER RELEVANT WORK EXPERIENCES**

- President of the Philippine Coconut Producers Federation (COCOFED), Tanauan Leyte Chapter  
From 1969 to 1988, Also served as a member of the COCOFED Leyte Provincial Directorate for two terms within those years.

- Local Government consultant under the Direct Technical Assistance Program, a DLG-USAID Program.
- National lecturer on Settlements Planning under the DAR-UNDP-FAO Training Workshops for DAR Technical Personnel.
- Chairman of the Eastern Visayas Regional Selection Committee for the Philippine Congressional Fellowship Program.
- Lecturer in the Civil Service Commission ~~JET~~ T Program and other Supervisory and Management training Course in Region VIII.
- Organized a Home Industry engaged in the processing of ginger into ginger tea and ginger tidbits, and making vinegar from coconut water.

**JOSE V. MAZO**



Application Form for Private-Sector Representatives  
to the VISCA Board of Trustees

Name of Applicant: CRISTUTO F. ONG  
Address: R. Villafloraes St., Hilongos, Leyte  
How long have you been staying/residing in this address? 45 years  
Age: 45 years old  
Civil Status: Married  
Name of Spouse: Dr. Rebecca Dolores Barbosa Ong, MD.  
No. of Dependents: Four (4)  
Profession: Businessman  
Highest educational attainment/degree: BSBA - Marketing Major

Awards Received: (Use separate sheet if necessary)

1. Most Outstanding Civic Leader awarded by the Municipality of Hilongos - 1981
2. Three-Term Award awarded by the Philippine Councilors' League - 1998

Membership in professional organizations: (Use separate sheet if necessary)

Please see attached sheet.


Have you been convicted of any crime or administrative charges? [ ] Yes [x] No  
If yes give particulars: N/A

Did you have any business dealings with VISCA for the last five (5) years? [ ] Yes [x] No  
If yes, state nature of business deals: N/A

Are you officially connected with VISCA in any way? [ ] Yes [x] No  
If yes, state particulars: N/A

Are you related to any member of the VISCA Board of Trustees within the third degree of  
affinity or consanguinity? [ ] Yes [x] No  
If yes, state relationship: N/A

I hereby certify that the answers above are true and correct to the best of my knowledge.


  
CRISTUTO F. ONG  
Applicant

CRISTUTO F. ONG  
Hilongos, Leyte

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS :

<u>POSITION</u>	<u>ORGANIZATION</u>	<u>DATE</u>
President -	Parish Pastoral Council Immaculate Conception Parish Hilongos, Leyte	January, 2
Chairman of the Board of Trustees -	Saint Teresa's School of Hilongos	1995 to
Director -	Rural Bank of Hilongos (Leyte), Inc. Hilongos, Leyte	1992 to
Cluster Head -	Couples for Christ - Hilongos	January, 2
Vice-President -	Holy Name Society - Hilongos	1991 to
President -	Holy Trinity Organization - Hilongos	1992 to
President -	Hilongos Bikers Club	1993 to
Chairman -	Hilongos Town Fiesta Executive Committee	1994 to
President -	Hilongos Midtown Lions Club	1980 to
President -	Hilongos Lawn Tennis Club	1982 to
Member -	Sangguniang Bayan - Hilongos	1981 to
Majority Floor Leader -	Sangguniang Bayan - Hilongos	1988 to
Treasurer -	Circle K Club University of San Carlos Chapter Cebu City	1973 to
Member -	Philippine Councilors' League	1993 to

CERTIFIED TRUE & CORRECT:

  
CRISTUTO F. ONG  
Applicant



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

TEMPORARY STAFF  
RECOMMENDED FOR PERMANENCY

FOR BOT APPROVAL

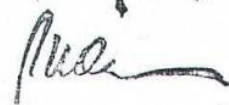
<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVITY</u>
VELARDE, Rosa Ophelia D.	Asst. Professor 4	Upon BOT approval

Note: Recommendation has been passed through the Academic Personnel Board.  
(dtd:101300)

Submitted by:

  
MYRNA M. AVILA  
Director, HRMDO  
(111500/012501)

Noted:

  
PACIENCIA P. MILAN  
President

EXCERPT FORM APPROVED MINUTES OF THE ACADEMIC PERSONNEL BOARD MEETING  
DATED OCTOBER 18, 2000

Presentation by Dr. Jose L. Bacusmo, OORD Director of the supporting documents for change of status from temporary to permanent of Ms. Rosa Ophelia D. Velarde. At least two publications are required. The documents submitted were: one article published by ATR and several instructional manuals which is equivalent to one (1) publication pursuant to the Table of Equivalences formulated for the purpose.

APB Action:

Recommending for approval to take effect upon BOT approval.

Submitted by:

  
MYRNA M. AVILA  
Director, HRMDO

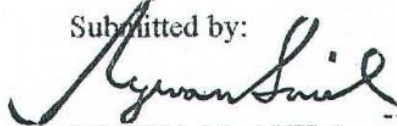
VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

RENEWAL OF APPOINTMENT  
REGULAR-TEMPORARY EMPLOYEES

FOR BOT CONFIRMATION


<u>DEPT./NAME</u>	<u>POSITION</u>	<u>EFFECTIVITY</u>
ABELA, Julius V.	Instructor 1	06-01-2001
ALBARICO, Marvin C.	Instructor 1	06-01-2001
SAPAN, Mary Jean M.	Instructor 1	06-01-2001
PABROQUEZ, Jesus S.	Agricul. Tech. 11	06-01-2001
PALA, Patricia C.	Instructor 1	06-01-2001
PASCUAL, Rose C.	Instructor 1	06-01-2001
SEROY, Goldamier Leovicresa N.	Instructor 1	06-01-2001
MARTINEZ, Seregina Ruth L.	Instructor 1	06-01-2001
SALVINO, Rosalinda O.	Instructor 1	06-01-2001
PEQUE, Dennis P.	Instructor 1	06-01-2001
CATRE, Salvador M. Jr.	Instructor 1	06-01-2001
ENAGE, Susan M.	Instructor 1	06-01-2001
GATCHALIAN, Florida A.	Instructor 1	06-01-2001
GRAVOSO, Annie P.	Instructor 1	06-01-2001
ALFARO, Braulio Jr. B.	Instructor 1	06-01-2001
ABAMO, Antonio P.	Instructor 1	06-01-2001
VELARDE, Rosa Ophelia D.	Instructor 1	06-01-2001
CUADRA, Lijuera I.	Instructor 1	06-01-2001
PEÑA, Janet T.	Instructor 1	06-01-2001
BASTASA, Gavino N.	Instructor 1	06-01-2001
SEDIGO, Erna Teresita J.	Instructor 1	06-01-2001
SINON, Feliciano G.	Instructor 1	06-01-2001

Submitted by:



MYRNA M. AVILA  
Director, HRMDO

Noted:



PACIENCIA P. MILAN  
President



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

VISCA EMPLOYEE ON SPECIAL DETAIL

FOR BOT CONFIRMATION

<u>NAME</u>	<u>POSITION</u>	<u>OFFICE</u>
TABADA, Winston M.	Assistant Prof. 4	DAEAM

Note: Recommendation has been passed through the Academic Personnel Board.  
(dtd. 121900)

Submitted by:

MYRNA M. AVILA  
Director, HRMDO  
011901

Noted:

PAGIENCIA P. MILAN  
President

EXCERPT FROM THE APPROVED MINUTES OF THE ACADEMIC PERSONNEL BOARD  
DATED DECEMBER 19, 2000

Endorsement of the DAEAM Personnel Committee for a one-year renewal of the secondment of Prof. Winston M. Tabada to the Bureau of Agricultural Research (BAR) effective November 1, 2000.

**APB Action:**

Based on VisCA secondment guidelines, Prof. Winston M. Tabada is not qualified to enjoy such privilege. However, in order not to jeopardize his work at BAR, it is recommended that Prof. Tabada be on Special Detail at BAR with the same arrangement in regard to his salary and other benefits (VisCA Code, Chapt. 20, Sect. 222, p. 35).

Submitted by:

MYRNA M. AVILA  
Secretary, APB

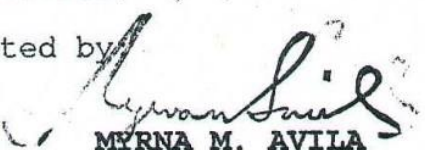
VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

APPOINTMENT OF REGULAR EMPLOYEE  
FOR BOT CONFIRMATION

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVITY</u>
SISTER, Lorna E.	Media Prod'n Spec.2	Upon BOT confirmati (charge to Ms. Marites A. Sales' item)

Note: Recommendation has been passed through the Non-Ac  
Personnel Board (dtd.030101)

Submitted by

  
**MYRNA M. AVILA**  
Director, HRMDO  
(030601)

Noted:

**PACIENCIA P. MILAN**  
President

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EXCERPT FROM THE APPROVED  
MINUTES OF THE ACADEMIC PERSONNEL BOARD DATED MARCH 1, 2001

1. Recommendation of ODEx to hire Ms. Lorna E. Sist  
Substitute Media Production Specialist II vice Ms. Mari  
Sales effective January 2001 or until the return of Ms.  
from her study leave.

**NAPB Action:**

Recommending for approval effective upon ap  
of the Board of Trustees

Submitted by:

  
**TERESITA L. QUINANC**  
NAPB Secretary




VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

APPOINTMENT OF REGULAR EMPLOYEES  
FOR BOT CONFIRMATION

<u>Name</u>	<u>Position</u>	<u>Office</u>	<u>NAPB</u>
LUMACAD, Anecita M.	Laboratory Technician	DASS	12/19/2000

Submitted by:

  
MYRNA M. AVILA  
OIC Director, HRMDO  
(020201)

ed:

  
PACIENCIA P. MILAN  
President

EXCERPT FROM THE APPROVED MINUTES OF THE NON-ACADEMIC PERSONNEL BOARD  
MEETING DATED DECEMBER 19, 2000

Request of the DASS Personnel Committee to hire Ms. Anecita M. Lumacad as Laboratory Technician I vice Ms. Jovanna Madeleine Modina.

**NAPB Action:**

Recommending for approval after ViSCA can get a clearance from the Department of Budget and Management (DBM) to fill-up said vacant position as an exemption from the provision of Administrative Order 100 issued by the Office of the President.

Submitted by: 

TERESITA L. QUIÑANOLA  
APB Secretary

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte


APPOINTMENT OF REGULAR EMPLOYEE

FOR BOT CONFIRMATION

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVITY</u>
SISTER, Lorna E.	Media Prod'n Spec.2	Upon BOT confirmat. (charge to Ms. Marites A. Sales' item)

Note: Recommendation has been passed through the Non-A  
Personnel Board (dtd.030101)

Submitted by:

  
**MYRNA M. AVILA**  
Director, HRMDO  
(030601)

Noted:

**PACIENCIA P. MILAN**  
President

EXCERPT FROM THE APPROVED  
MINUTES OF THE ACADEMIC PERSONNEL BOARD DATED MARCH 1, 200

1. Recommendation of ODEx to hire Ms. Lorna E. Sis  
Substitute Media Production Specialist II vice Ms. Mar  
Sales effective January 2001 or until the return of Ms  
from her study leave.

**NAPB Action:**

Recommending for approval effective upon a  
of the Board of Trustees

Submitted by:

  
**TERESITA L. QUINAN**  
NAPB Secretary



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte


APPOINTMENT OF REGULAR EMPLOYEE

FOR BOT CONFIRMATION

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVITY</u>
APALE, Karina	Col. Librarian I	Upon BOT confirmation
GILLOS, Vicente	Col. Librarian I	Upon BOT confirmation

Note: Recommendation has been passed through the Non-Academic  
Personnel Board (dtd.030101)

Submitted by:

  
MYRNA M. AVILA  
Director, HRMDO  
(030601)

Noted:

PACIENCIA P. MILAN  
President

EXCERPT FROM THE APPROVED  
MINUTES OF THE ACADEMIC PERSONNEL BOARD DATED MARCH 1, 2001

7. Submission of the result of the evaluation administered by the  
Preliminary Screening Committee for Administrative Staff  
(PSCAS).

<u>Position</u>	<u>Nominees Based on Rank</u>
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B. College Librarian I	Gilos, Vicente Apale, Karina
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**NAPB ACTION:**

For the candidates to the College Librarian I positions, the  
board noted that the screening process was in order. Mrs.  
Napiere emphasized that the vacancy was well published and in  
fact, she has to seek the help of the Librarians of big  
universities in Cebu just to have as many applicants as  
possible.

b. For College Librarian, to recommend the two top ranking  
candidates for the two available positions. (Mr. V. Gilos  
and Ms. K. Apale)

Submitted by:

  
TERESITA L. QUINANOLA  
NAPB Secretary

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte


APPOINTMENT OF REGULAR EMPLOYEE

FOR BOT CONFIRMATION


<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVITY</u>
MACARIOLA, Florencio B.	Mechanic II	Upon BOT confirmation

Note: Recommendation has been passed through the Non-Academic  
Personnel Board (dtd.030101)

Submitted by:

  
MYRNA M. AVILA  
Director, HRMDO  
(030601)

Noted:

  
PACIENCIA P. MILAN  
President

EXCERPT FROM THE APPROVED  
MINUTES OF THE ACADEMIC PERSONNEL BOARD DATED MARCH 1, 2001

6. Submission of the result of the evaluation administered by  
Preliminary Screening Committee for Administrative  
(PSCAS).

E. Mechanic II

Macariola, Florencio B.  
Albiso, Cosme M.

NAPB ACTION:

For the Mechanic II position, although there was  
question as to the ranking made, the board was in doubt  
recommending the top ranking candidate to the position  
because his actual duties is more of a parts mechanic.  
was decided to seek a clearance from CSC regarding  
matter.

b. For Mechanic II, recommending the top ranking candidate  
(Mr. F. Macariola) subject to clearance from the CSC.

Submitted by:

  
TERESITA L. QUINANOLA  
NAPB Secretary



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte


APPOINTMENT OF REGULAR EMPLOYEES

FOR BOT CONFIRMATION

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVITY</u>
ATUPAN, Queen Ever	Accountant I	Upon BOT confirmation
ABLAN, Editha J.	Acctg Clerk I	do-

Note: Recommendation has been passed through the Non-Academic  
Personnel Board (dtd.030101)

Submitted by:



MYRNA M. AVILA  
Director, HRMDO  
(030601)

Noted:

PACIENCIA P. MILAN  
President


EXCERPT FROM THE APPROVED  
MINUTES OF THE ACADEMIC PERSONNEL BOARD DATED MARCH 1, 2001

Recommendation of Mr. Victor P. Ritaga, INAVS Superintendent  
for Mrs. Queen Ever Y. Atupan to fill-up the Accountant I  
position and for Mrs. Editha J. Ablan for the position of  
Accounting Clerk I.

**NAPB Action:**

Recommending for approval to take effect upon approval  
of the Board of Trustees.

Submitted by:



TERESITA L. QUINANOLA  
NAPB Secretary

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

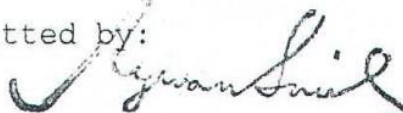
RECLASSIFICATION OF POSITIONS

FOR BOT CONFIRMATION

<u>NAME</u>	<u>POSITION</u>
rs. Ursula E. Lauzon TCH3-17-2000	Teacher III (SG-12) to Instructor I (SG-12)
s. Erna M. Carcueva TCH3-11-2000	-do-
s. Lucila p. Merro TCH3-16-2000	-do-

ote: Recommendation has been passed through the Academic  
Personnel Board (dtd.011701)

Submitted by:



MYRNA M. AVILA  
Director, HRMDO  
(030101)

sted:

PACIENCIA P. MILAN  
President

EXCERPT FROM THE APPROVED MINUTES OF THE MEETING OF THE ACADEMIC  
PERSONNEL BOARD DATED JANUARY 17, 2001

Recommendation of Dr. Celedonia De Asis Palaña for  
reclassification of the positions of the following Teacher  
III (SG-12) to Instructor I (SG-12).

- |                          |                       |
|--------------------------|-----------------------|
| 1. Mrs. Ursula E. Lauzon | Item No. TCH3-17-2000 |
| 2. Ms. Erna M. Carcueva  | Item No. TCH3-11-2000 |
| 3. Ms. Lucila p. Merro   | Item No. TCH3-16-2000 |

Submitted by:



MYRNA M. AVILA  
APB Secretary



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

APPLICATION FOR SABBATICAL LEAVE

FOR BOT CONFIRMATION

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVITY</u>
AVILA, Myrna M.	Professor 3	June 1, 2001


Note: Recommendation has been passed through the Academic  
Personnel Board (dtd.011701)

Submitted by:



MYRNA M. AVILA  
Director, HRMDO  
(011801)

Noted:

  
PACIENCIA P. MILAN  
President

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EXCERPT FROM THE  
MINUTES OF THE ACADEMIC PERSONNEL BOARD DATED JANUARY 17, 2001-01-18

1. Request of Dr. Myrna M. Avila to be allowed to take a one one-year Sabbatical Leave effective June 1, 2001 to May 31, 2002 to write a monograph entitled "Community Resources Mobilization and Management: Lessons and Experience in the Uplands", and a monitoring and evaluation guide for the Center's extension programs/projects which is entitled, "Reflective, Appraisal of Programs (RAP); A tool for Clientele, Perceived Evaluation of Extension Program/Project.

APB Action:

Recommending for approval subject to BOT's confirmation.

Submitted by:

  
TERESITA L. QUIÑANOLA  
Recording Secretary

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

APPLICATION FOR SABBATICAL LEAVE

FOR BOT CONFIRMATION

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVITY</u>
TAN, PERLA M.	Professor 6	June 1, 2001

te: Recommendation has been passed through the Academic  
Personnel Board (dtd.022101)

Submitted by:



MYRNA M. AVILA  
Director, HRMDO  
(030201)

ted:

PACIENCIA B. MILAN  
President

EXCERPT FROM THE APPROVED MINUTES OF THE MEETING OF THE ACADEMIC  
PERSONNEL BOARD FEBRUARY 21, 2001

Recommendation of the DAL Academic Personnel Committee for  
Dr. Perla M. Tan to go on Sabbatical Leave for one year  
effective June 1, 2001 to write instructional materials in  
LT 216, English 26 and LT 214.

**APB Action:**

Recommending for approval in principle subject to  
submission of a revised schedule of activities that will  
cover the accomplishment of the three (3) instructional  
materials as it was noted that the submitted schedule of  
activities was only for LT 216. The Board would also like  
to know if the study guide for LT 216 is not yet available  
since Dr. Perla M. Tan is already teaching this subject as  
an extramural course.

Submitted by:



MYRNA M. AVILA  
Secretary, APB



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

APPLICATION FOR SABBATICAL LEAVE  
FOR BOT CONFIRMATION

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>
DE LA ROSA, Linda S.	Professor 5	June 1, 2001

Note: Recommendation has been passed through the Academic Personnel Board (dtd.022101)

Submitted by



MYRNA M. AVILA  
Director, HRMDO  
(030501)

Noted:

PACIENCIA R. MILAN  
President

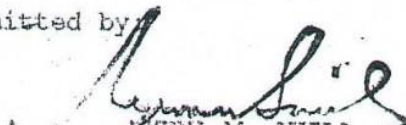
EXCERPT FROM THE APPROVED MINUTES OF THE MEETING OF THE ACADEMIC PERSONNEL BOARD FEBRUARY 21, 2001

2. Request of Dr. Linda S. De la Rosa, duly endorsed by the DAC-FS Personnel Committee to go on Sabbatical leave effective June 2001 to update and/or revise the laboratory manuals in Chem 11, FT 121 and FT 122.

APB Action:

The Board is suggesting that since she has been handling those courses for some time, she should develop instructional materials or syllabi for the lectures so that she can leave a legacy that will benefit not only the students but her colleagues in the department as well. Existing Laboratory manuals should also be improved in tandem with the lecture for the three courses namely: Chem 11, FT 121 and FT 122. It is also suggested that if possible the exercises should include products of research conducted by the department or allied units in VisCA. De la Rosa should submit a schedule of activities based on the recommendation of the Board.

Submitted by



MYRNA M. AVILA  
APB Secretary

## PROPOSAL TO CHARGE USE OF ViSCA CLASSROOMS BY OUTSIDERS

### Rationale

Many organizations, both public and private, would like to conduct their meetings and other activities after office hours or during weekends in ViSCA. In the past, such affairs have been tolerated and provided free-of-charge especially if a member of the faculty takes the responsibility to see to it that everything is properly done. However, with the present economic crunch wherein departmental budgets have been reduced and even the appropriation for use of electricity is not enough to cover the expense cost, it is necessary to charge a minimal rental to cover the expenses involved in the use of government facilities such as classrooms. Besides, some departments have already started charging the use of their rooms and this guideline is proposed to standardize the practice.

### Guidelines

#### 1. Charges\*

Government agencies and  
private organizations

P60/hr/room, P40/hr thereafter

- Rate is based on an ordinary classroom or laboratory room; lecture room rates will depend upon the size and as determined by each department.

2. Reservations shall be made at the department whose room the requesting party would like to use.

3. Payment for rental shall be made at the Cashier's Office prior to the use of the room.

4. All payments shall be deposited at a special trust fund created for that purpose. The department shall get 75% of the rental for maintenance and 25% shall accrue to the College.



FOUNDATION FOR AGRICULTURAL AND RURAL DEVELOPMENT, INC.  
ViSCA, Baybay, Leyte

February 09, 2001

President  
Baybay, Leyte

Sir/Madam:

I have sent you the proposal for ViFARD to take-over the ViSCA gas station.

I am also sending you herewith ~~the~~ proposal entitled: Development of A Sustainable  
State-of-the-Art College Piggery Project for you to be able to justify the approval to  
ViSCA Board of Trustee.

ViFARD will only start the job when the BOT will approve our proposals.

Thank you very much for your kind assistance.

Very truly yours,



MARGARITO C. ESCALANTE  
ViFARD, Executive Director

# DEVELOPMENT OF A SUSTAINABLE COMMERCIAL STATE-OF-THE-ART COLLEGE PIGGERY PROJECT

## INTRODUCTION

The ViSCA piggery project, known as College Piggery Project (CPP), was unanimously agreed to be managed by ViFARD in accordance with the memorandum of agreement executed between ViSCA and ViFARD that commercialization of agricultural technology will be transferred to ViFARD. While this was approved in principle, ViFARD is not in a position to start the renovation and improvement of the piggery facility because there is no approval from the ViSCA Board of Trustees until this writing. The approval of the ViSCA Board of Trustees will be the go signal for ViFARD to start the development of a sustainable commercial State-of-the-Art College piggery project in ViSCA.

The existing CPP is not actually serving its purpose as an extension facility of ViSCA. It is commercial in size, but, it is not profitable because it is difficult to manage efficiently under the existing auditing rules and regulation. Only  $\frac{1}{4}$  of the building was utilized two years ago with 14 sows and 2 boars. At present, practically nothing is left because of the occurrence of a swine disease. It was a very discouraging happening on the part of ViFARD which was about to start the breeding farm based on the economic feasibility study. However, the delay was a blessing in disguise because a consultant from the Pig Improvement Company came and found that the CPP is not suitable for a commercial breeding farm. It was recommended that a commercial finishing piggery project is more appropriate for the existing CPP facility for 2 important reasons:

1. The renovation required is less costly. To make the CPP a sustainable commercial piggery project, the building should be renovated to incorporate the appropriate technologies in pig raising. For a multiplier farm where weanlings are produced, the whole building requires renovation. It will be very expensive that it is better to build a new building. However, for a commercial fattening, the existing building is appropriate with some modification to incorporate the needed facilities to control pollution and for convenience.
2. Biosecurity is poor. Sow herd is the most important part of any pig operation and must be given maximum protection especially from possible introduction of disease. It is not possible to make the college piggery project as biosecure as possible because the CPP is and will still be available for instruction, research and extension purposes. It is also close to cattle, carabao, rabbit and poultry units of the college. However, for finishers it would be easy and inexpensive to adapt the buildings to house 500 heads. While they will be exposed to the close proximity of other livestock and students, they will be better able to withstand the conditions than the sow herd, according to the PIC consultant.



For the purpose of making the CPP an effective show window of a sustainable commercial fattening project in the region, ViFARD is venturing with the Leyte Business Development Corporation Foundation (LADCFI) without affecting the MOA between ViFARD & ViSCA.

#### IMPROVATION REQUIRED

- Roofing will be provided with ventilation.
- Installation of automatic drinking and feeding facilities.
- Provision of 3 kinds of housing facilities.
- Provision of drainage and waste management facilities.
- Provision of manure tank for organic fertilizer production.
- Provision of silting ponds for pollution control.

#### MEMORANDUM OF AGREEMENT BETWEEN VIFARD AND LADCFI

The MOA between ViFARD and LADCFI should be executed to specify the terms and responsibility of each party, including the investment responsibility and profit sharing without affecting the MOA between ViFARD & ViSCA. Based on the ViFARD-ViSCA MOA; the sharing of net profit is as follows:

- 25% - ViSCA
- 25% - DASVM
- 25% - VIFARD
- 25% - CPP

It should be noted that only the 25% share of the net profit will be shared with the LADCFI because the 25% for CPP will be used to repay the initial investment for the project. The sharing is illustrated as follows when the following assumption will be used:

#### ECONOMIC FEASIBILITY

Initial investment - P1,710,000.00 will be provided 50% by ViFARD and 50% by LADCFI

ViFARD - P855,000.00  
LADCFI - 855,000.00

#### Estimated Expenditures

Renovation - (to be amortized every year) - P	500,000.00
Capital interest (at 16% Interest rate) -	91,200.00
Feeds -	720,000.00
Pig stock at 1,500/head -	450,000.00
Miscellaneous -	40,000.00
Total	P1,301,200.00

Expected Income after 4 months  
300 heads at P5000/head P1,500,000.00

Net Profit in 4 months  $1,500,000 - 1,301,200 = 198,800.00$   
Less 10% management fee 19,880.00  
P178,920.00

Sharing of Net Excess:

ViSCA - 25% (178,920.00) =	P 44,730.00
DASVM - 25% (178,920.00) =	44,730.00
CPP - 25% =	44,730.00
ViFARD: (44,730) 50% =	22,365.00
LADCFI ( 44,730) 50% =	<u>22,365.00</u>
	P 178,920.00

Rate of Return (Assuming 2 crops/yr)

Investment for Renovation	- P500,000.00
Income by ViFARD & LADCFI	- 89,400.00

$$\text{ROR} = \frac{89,460.00}{500,000.00} = .1789 \text{ or } 17\%$$

$$\text{Payback period} = \frac{500,000.00}{178,920.00} = 3 \text{ years}$$

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## PROPOSAL FOR VIFARD TO TAKE OVER THE COLLEGE PIGGERY PROJECT OF VISCA

### RATIONALE:

ViSCA has a college piggery project which is supposed to be very important not only for instructional and extension purposes; but also for income generation considering the size of the existing structure. However, at present, only about one-fourth of the piggery building is utilized while three-fourths of it is idle and needs repair. The college, therefore, is not fully utilizing the structure; hence is not getting the most out of the project. Whatever is the reason behind its underutilization of the facility, the piggery project is not very effective for extension purposes.

There is a need to fully utilize the college piggery project to demonstrate the feasibility of hog raising, not only to ViSCA students, but also to other people in the nearby areas. For this reason, the ViSCA Pilot Feed Mill (VPFM) Management Board is in agreement that it is advantageous for ViFARD to take over the College Piggery Project (CPP), because ViFARD can muster the needed resources to improve the operation of the piggery. This is in consonance with the common mandate of ViSCA and ViFARD to promote agricultural and rural development, and that ViSCA favors increasing commercial production under the private sector and that ViSCA and ViFARD believe that combining their resources and expertise will hasten the achievement of their respective goals.

When ViFARD will take over the CPP, ViFARD will earn more and will become financially stable. This is possibly true because, in addition to the financial benefit that will be derived from the piggery project, the ViSCA Pilot Feed Mill will also earn a profit of about P11,900 per month (the 10%) from a total feed consumption which is estimated to be about P119,000 per month. When the CPP develops, it will also become an effective facility for instruction, research and extension. Hence, it is hereby proposed that ViFARD should take over the CPP for the following objectives:

1. To provide additional income for ViFARD's financial stability.
2. To provide the VPFM with the permanent consumer of cassava-based feeds.
3. To increase the volume of feed production and the margin of profit of the VPFM.
4. To provide ViSCA with a facility for instruction, research and extension that will demonstrate production of less expensive feeds, performance of animal feed with cassava-based feeds, and other development such as production of biogas and organic fertilizer from hog manure.



## THE CPP FEASIBILITY STUDY

To look at the profitability of the College Piggery Project (CPP), the feasibility study was made which is herewith attached. The CPP feasibility study was done with 2 alternative operations:

The first alternative involves 25 breeding sows and 150 fattening and the second alternative involves only 150 fattening because the breeding is left for the DASVM to maintain. The data and information required for the study were gathered and used to attain the breeding program and the production objectives as shown herewith. Based on this study, ViFARD needs to invest P228,573.00 in the first month to improve the facility and state the CPP operation. There is a need to invest another P103,643.00, P86,315.00 and P109,022.00 to buy stocks and maintain the operation of the piggery in the second, third and fourth month respectively. In the fifth month operation, ViFARD will stop buying stock because 3 sows will be programmed to give birth every month beginning in the fourth month. However, there is still a need to invest P64,862.00, P85,622.00 and P100,382 in the fifth, sixth and seventh month respectively because the income is not yet enough to maintain the operation. The total investment for 7 months will then be equal to about P780,000.00.

The CPP will start to produce and show <sup>profit</sup> (project) beginning in the eight month of operation. The profit will be P27,238.00, P25,700.00, P24,162.00, P22,624.00 and P19,552.00 for the 8th, 9th, 10th, 11th and 12th month respectively. The total profit for the first and second years of operation will be P119,276.00 and P426,624.00 respectively. These profits are shown in the monthly cash flow analysis and the cash flow diagram. The CPP is at full operation in the second year with an approximate stock worth of P766,000.00.

Considering the total amount of investment of P778,419.00 and the profits of P119,276.00 in the first year and P426,624 per year thereafter, the breeding and fattening operation alternative will have a payback period of 2.55 years while the fattening operation will have a payback period of 4.03 years. In term of rate of return (ROR), the breeding and fattening operation alternative has 42.77% while the fattening operation has 24.44% ROR for 10 year project operation.

## CONCLUSION AND RECOMMENDATION

The CPP feasibility study indicated that the investment needed to take over the CPP will be recovered in 2.55 years with breeding and fattening operation alternative. The rate of return of 42.77% for a 10-year operation indicates that the breeding and fattening operation is very profitable while fattening alone is not very acceptable.

Therefore, the proposal for ViFARD to take over the entire CPP, rather than fattening alone is hereby recommended for approval and implementation.



**THE FEASIBILITY STUDY OF TWO  
PIGGERY ALTERNATIVE OPERATION  
IN VISCA**

**ALTERNATIVE OPERATION**

1. Twenty five breeding sows and 150 fattening.
2. One hundred fifty fattening operation.

**DATA & INFORMATION**

1. Present No. of Animals available
  - Sows                8 heads
  - Gilts                4 heads
  - Boars                3 heads
2. Facility Available
  - 12 pens for sows with litters
  - 17 farrowing pens
  - 9 single sow pens
  - 6 boar pens
  - 15 fattening pens with 10 heads capacity
  - 9 single capacity pen for repair
3. Feed consumption per head
  - 1 bag Hog booster mash for 1 month piglet
  - 1.5 bgs. Hog starter mash for 2-3.5 month piglet
  - 1.75 bags Hog grower mash for 3.5-5 month pig
  - 1.5 bag Hog finisher mash for 5-6 month pig
  - 4 bags Breeder/grower mash for 5-9 month breeder.
  - 4.5 bags Gestating mash for pregnant sow
  - .2 bag Lactating mash for pregnant sow
  - 3 bags Lactating mash for sow with letters

**Related information**

- a. Weaning period – 30 to 35 days
- b. First heat of dry sow is between 5 to 11 days after weaning
- c. Longest period of dry sow to heat is 30 days after weaning.

**4. Prices of Feeds from VPFM**

Hog booster mash	P700/bag
Hog starter	485/bag
Hog Grower	440/bag
Hog Finisher	410/bag
Gestating Mash	480/bag
Lactating Mash	480/bag

III. Breeding Program and Production Objective

Period (Month)	Sow to be Bred	Sow to Farrow	Number of Piglets at Ages			
			1	2 - 3	4	5-6
1	1 2 3					
2	4 5 6		30			
3	7 8 9		30	30		
4	10 11 12	1 2 3	30	60		
5	13 14 15 bought 2nd mo.	4 5 6	30	60	30	
6	1 2 3	7 8 9	30	60	30	30
7	4 5 6	10 11 12	30	60	30	60
8	7 8 9	13 14 15	30	60	30	60
9	10 11 12 16 17	1 2 3	30	60	30	60
10	13 14 15 18 19	4 5 6	30	60	30	60
11	1 2 3 20 21	7 8 9	30	60	30	60
12	4 5 6 22 23	10 11 12 16 17	30	60	30	60
13	7 8 9 24 25	13 14 15 18 19	30	60	30	60
14	10 11 12 16 17	1 2 3 20 21	30	60	30	60
15	13 14 15 18 19	4 5 6 22 23	30	60	30	60
16	1 2 3 20 21	7 8 9 24 25	30	60	30	60
17	4 5 6 22 23	10 11 12 16 17	30	60	30	60
18	7 8 9 24 25	13 14 15 18 19	30	60	30	60
19	10 11 12 16 17	1 2 3 20 21	30	60	30	60
20	13 14 15 18 19	4 5 6 22 23	30	60	30	60
21	1 2 3 20 21	7 8 9 24 25	30	60	30	60
22	4 5 6 22 23	10 11 12 16 17	30	60	30	60
23	7 8 9 24 25	13 14 15 18 19	30	60	30	60
24	10 11 12 16 17	1 2 3 20 21	30	60	30	60



#### IV. Expected Monthly Revenue and Expenses for the Breeding and Fattening Operation

Month	Operation/Activities	Revenue	Expenses
1	Preparation and Improvement of facility		60,000.00
	Rental and Electricity		2,000.00
	Payment of 8 sows, 4 gilts and 3 boors		150,000.00
	Labor		6,000.00
	Feeds for hogø (2.67 kilos/head/day)		10,573.00
	<b>First month Cash Flow</b>		<u>(228,573.00)</u>
2	Rental and Electricity		2,000.00
	Labor		6,000.00
	Feeds for:		
	3 pregnant sows		2,307.00
	12 breeders		6,336.00
	Buy 30 piglets @ 1,200		36,000.00
	Booster feeds		21,000.00
	Buy 3 4-month gilt for breeding		30,000.00
	<b>Second month Cash Flow</b>		<u>(103,643.00)</u>
3	Rental and Electricity		2,000.00
	Labor		12,000.00
	Feeds for:		
	6 Pregnant sow		4,614.00
	12 Breeders		6,336.00
	30 2-mo. piglets (21,825-17,460)		4,365.00
	Buy 30 piglets @ 1,200		36,000.00
	Booster feeds		21,000.00
	<b>Third month Cash Flow</b>		<u>(86,315.00)</u>
4	Rental and Electricity		2,000.00
	Labor		12,000.00
	Feeds for:		
	3 lactating sow		4,608.00
	9 pregnant sow		6,921.00
	6 breeders		3,168.00
	60 2-, 3-month (4,365+17460)		21,825.00
	Buy 30 piglets @ 1,200		36,000.00
	Booster feeds		21,000.00
	Contingency Expenses		1,500.00
	<b>Fourth Month Cash Flow</b>		<u>(109,022.00)</u>

5	Rental and Electricity		2
	Labor		12
	Feeds for:		4
	3 Lactating sow		6
	9 Pregnant sow		3
	6 breeders		21
	60 2-, 3-month piglets		15
	30 4-months pigs		21
	Booster feeds for 30 pigs from own sow		8
	Contingency Expenses		(6)
	1,2,3, sow produce	24,000.00	
	<b>Fifth month cash flow</b>		
6	Rental and Electricity		1
	Labor		1
	Feeds for		2
	3 Lactating sow		1
	9 pregnant sow		1
	6 breeders		2
	60 2, 3-month piglets		1
	30 4-month pigs		1
	30 5-months pigs		2
	Booster for 30 pigs from own sow		
	Contingency expenses		10
	4,5,6 sow produce	24,000.00	(8)
	<b>Sixth month cash flow</b>		
7	Rental, Electricity and Labor		1
	Feeds		
	Breeders (18 hoop)		
	90 2-, 3-, 4-month pig		
	60 5-, 6-month pig		
	Booster for 30 pigs from own sow		
	7,8,9 sow product	24,000.00	(1)
	<b>Seventh month cash flow</b>		
8	Rental, Electricity and Labor		
	Feeds for		
	3 Lactating sow		
	9 Pregnant sow		
	6 breeders		
	60 2-, 3-month piglets		
	30 4-month pigs		
	60 5-, 6-month pigs (1.5 bag/head)		
	30 1-month from own sow (booster feed)		
	Contingency	24,000.00	
	10, 11, 12 sows produce	135,000.00	
	Sale of 30 pigs @ 5,000 w/ 10% mortality	159,000.00	
	<b>8th month Cash flow (Project)</b>		



9	Rental, Electricity and Labor		20,000.00
	Feeds for		
	3 lactating sow		4,608.00
	11 pregnant sow		8,459.00
	6 breeders		3,168.00
	150 2-, 3-, 4-, 5-, 6-months		74,565.00
	30 1-month from own sow (booster feed)		21,000.00
	Contingency		1,500.00
	13, 14, 15 sow produce	24,000.00	133,300.00
	Sale of 30 pigs @ 5000 with 10% mort.	135,000.00	
		159,000.00	
	9th month cash flow (profit)		25,700.00
10	Rental, Electricity and Labor		20,000.00
	Feeds for		
	3 lactating and breeders		7,776.00
	13 pregnant sow		9,997.00
	180 2-, 3-, 4-, 5-, 6-month and booster feeds		97,065.00
	Revenue for 1, 2, and 3 sows		134,838.00
	and sale of 30 pigs with 10% mort.	159,000.00	
	10th month cash flow (Profit)		24,162.00
11	Rental and etc		20,000.00
	Feeds for		
	3 lactating sows		7,776.00
	15 pregnant sows		11,535.00
	180 2-, 3-, 4-, 5-, 6-month and booster feeds		97,065.00
	Revenues for 4, 5, 6 and		136,376.00
	Sales of 30 pigs	159,000.00	
	11th month Cash flow (Profit)		22,624.00
12	Rental, etc.		20,000.00
	Feeds for		
	5 lactating sows		7,680.00
	15 pregnant sows		11,535.00
	6 breeders		3,168.00
	180 2-, 3-, 4-, 5-, 6-month and booster feeds		97,065.00
	Revenue for 7, 8, 9 sows		139,448.00
	and sales of 30 pigs	159,000.00	
	12th month Cash flow (profit)		19,552.00
13	Rental etc.		20,000.00
	Feeds for		
	26 breeders		22,383.00
	180 pigs of assorted ages and booster feeds		97,065.00
	Revenue		139,448.00
	10, 11, 12, 16, 17 sows produce	40,000.00	
	Sales for 30 pigs	135,000.00	
		175,000.00	
	13th month Cashflow (Profit)		35,552.00

This cash flow may be the same every month henceforth

## V. Monthly Cashflow Analysis

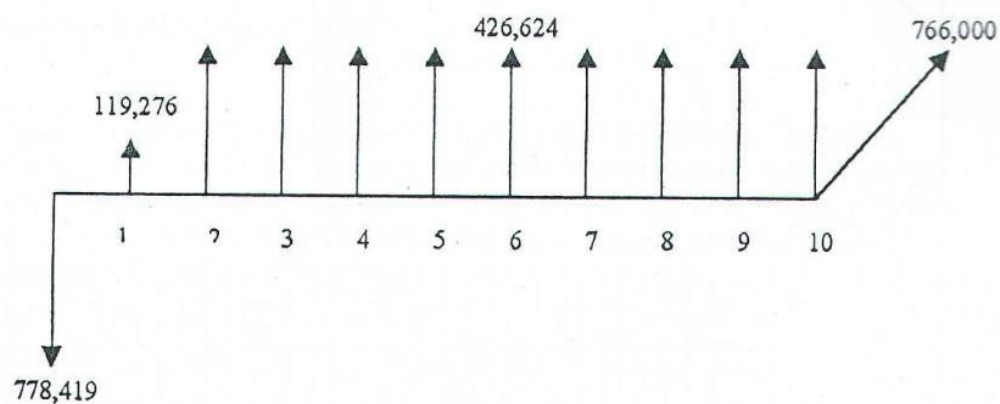
Month	Revenue	Expenses
1		228,573.00
2		103,643.00
3		86,315.00
4		109,022.00
5	24,000.00	88,862.00
6	24,000.00	109,622.00
7	24,000.00	124,382.00
	To be invested	Total
8	159,000.00	131,762.00
9	159,000.00	133,300.00
10	159,000.00	134,838.00
11	159,000.00	136,376.00
12	159,000.00	139,448.00
	Total Profit	
13	175,000.00	139,448.00
14	175,000.00	139,448.00
15	175,000.00	139,448.00
16	175,000.00	139,448.00
17	175,000.00	139,448.00
18	175,000.00	139,448.00
19	175,000.00	139,448.00
20	175,000.00	139,448.00
21	175,000.00	139,448.00
22	175,000.00	139,448.00
23	175,000.00	139,448.00
24	175,000.00	139,448.00
	Total Cash Flow (Profit)	

## VI. Approximate worth of stock to be maintained

30 1-month piglets @ 1,200  
 60 2-, 3-month pigs @ 1,200  
 30 4-months pigs @ 3,000  
 60 5-6 month pigs @ 4,000  
 28 breeders @ 10,000



## VII. Cash Flow Diagram



## VIII. Pay back period and ROR as affected by years of operation for 2 alternatives

A. Breeding and Fattening Payback Period =  $\frac{\text{Investment}}{\text{Annual Profit}} = 1 + \frac{778.419 - 119.276}{426625}$

= 2.55 years

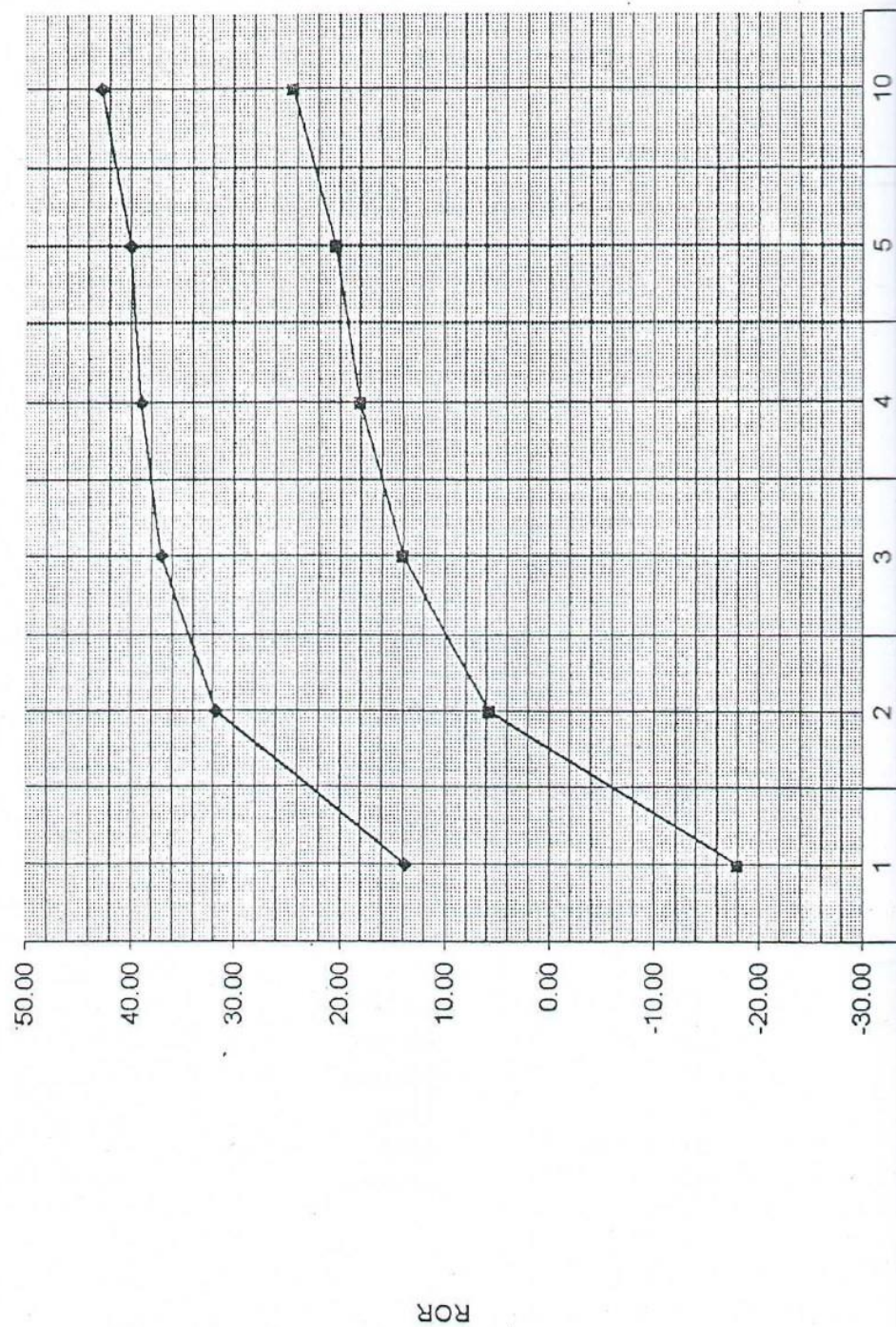
B. Fattening Operation Payback Period =  $\frac{643.466 - 77.825}{186,780} + 1 = 1 + 3.03 = 4.03 \text{ years}$

### C. Rate of Return (ROR) for two piggery operation

#### ROR

Year	Breeding and Fattening	Fattening Operation
1	13.78%	-18%
2	31.74%	5.75%
3	37.06%	13.96%
4	39%	18%
5	40%	20.30%
10	42.77%	24.44%

RATE OF RETURN, (ROR)



◆ Breeding and Fattening  
■ Fattening Operation



## MEMORANDUM OF AGREEMENT

### NOW ALL MEN BY THESE PRESENTS:

The Visayas State College of Agriculture, a government academic institution engaged in research, instruction and extension and which is managing a Piggery known as the College Piggery Project (CPP) hereafter referred to as CPP with principal office at ViSCA, Baybay, Leyte represented herein by the College President, Dr. Paciencia P. [redacted] and hereinafter referred to as ViSCA:

-and-

The ViSCA Foundation for Agricultural and Rural Development, Inc. a privately owned, non-profit, non-stock, non-political and non-sectarian corporation duly registered with the Securities and Exchange Commission in accordance with Philippine law, with principal office at ViSCA, Baybay, Leyte 6521-A and represented herein by its Executive Director, Dr. Margarito C. Escalante and hereinafter referred to as ViFARD.

### WITNESSETH:

WHEREAS, ViSCA and ViFARD have a common mandate to promote agricultural and rural development;

WHEREAS, ViFARD has been organized to assist ViSCA in strengthening its programs particularly in research and development;

WHEREAS, ViSCA has transferred commercialization of technology to the private sector such as the ViSCA Pilot Feed Mill (VPFM) being now under the management of ViFARD.

WHEREAS, ViSCA has resources in terms of manpower, buildings, equipment, and other facilities needed to commercially raise hogs;

WHEREAS, ViSCA's resources and expertise are best utilized in technology generation and leaving commercial production to the private sector;

WHEREAS, ViFARD, a non-stock, non-profit corporation can provide assistance which is not readily available from ViSCA to make the CPP of ViSCA a more effective entity and medium for accelerated agricultural and rural development;

WHEREAS, ViFARD can muster other resources needed for the commercialization of the CPP and can offer various mechanisms that will facilitate the conduct of such task with the management of the CPP;

WHEREAS, ViSCA and ViFARD through VPFM and CPP believe that combining their resources and expertise will hasten the achievement of their respective goals;

WHEREAS, further ViSCA and ViFARD are interested to demonstrate the productivity and profitability of the VPFM with the CPP; as well as the VPFM and CPP individually.



NOW, THEREFORE, for and in consideration of the above premises and of their mutual covenants herein set forth, the parties have agreed on the following:

#### **I. General Provision**

This Memorandum of Agreement establishes the formal relationship between ViSCA and ViFARD in the pursuit of undertakings to achieve their common goals and more specifically the lease of the CPP from ViSCA to ViFARD.

#### **II. Area, Working Capital and Sharing**

- 2.1 The Department shall designate an available area for the use and expansion of the piggery project.
- 2.2 The working capital to manage the CPP from the time this MOA shall take effect shall be borne by ViFARD including the cost of electricity necessary for the development of the piggery. The facilities included in this contract is the entire piggery buildings and structures.
- 2.3 ViFARD shall pay ViSCA the value of all the stock inventories and other supplies on hand or in transit by the time the MOA shall take effect.
- 2.4 All collectibles and payable of the CPP before this MOA take effect shall be assumed by ViSCA. Henceforth, it shall not be the responsibility of ViFARD.
- 2.5 ViFARD shall give to DASVM the Department share from the 25% of the Net Excess Over Expenses.

#### **III The Management Board and Personnel**

- 2.6 The Management Board of the VPFM shall also be the policy making body of the CPP to include key ViSCA personnel to protect the interest of ViSCA in terms of its instruction, research and extension functions which shall be composed as follows:
  1. ViFARD Executive Director
  2. Head, of the Agribusiness Project Unit
  3. Head of DASVM
  4. Project Manager of CPP
  5. Director of PRCRTC
- 2.7 The Management Board shall meet once every 6 months. However, special meeting may be called as the need arises.
- 2.8 ViSCA shall not disburse public funds for salaries, wages and honoraria to its personnel connected with the Board of Management and others except to recognize their involvement on official time in the discharge of their functions as approved by concerned official of ViSCA.
- 2.9 ViFARD shall have the prerogative to hire the field personnel of the project during the effectivity period of this MOA.




#### IV Repair and Maintenance and Installation of Additional Facilities


- 2.10 The repair, maintenance and development of the facilities shall become the responsibility of ViFARD until the expiration of the MOA.
- 2.11 ViSCA shall install an electric meter exclusive for ViFARD before the start of the operations.
- 2.12 Installation of additional facilities to improve the environmental condition of the CPP shall be the responsibility of ViFARD. However, ViFARD shall seek the approval of ViSCA for permanent and fixed structure. All improvements shall be the property of ViSCA at the time of the expiration of the MOA.

#### V Other Provisions

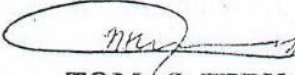
- 5.1 ViSCA shall be given access of the facilities at mutual agreement. This shall include the going over of the records and documents of the CPP.
- 5.2 Intellectual discoveries/properties conducted by ViFARD using the CPP facilities shall belong to ViSCA.
- 2.13 The duration of this MOA shall be for ten (10) years. If this instrument is approved by the parties concerned, it may be renewed and extended thereafter upon mutual agreement.
- 2.14 The terms and conditions of this MOA shall not be modified without the written consent from both parties. Either party can terminate this agreement in advance of one year.

IN WITNESS WHEREOF, we the undersigned have fixed our signatures this \_\_\_\_\_ day of \_\_\_\_\_, 2000 at ViSCA, Baybay, Leyte

  
**MARGARITO C. ESCALANTE**  
Executive Director  
ViFARD

  
**PACIENCIA P. M.**  
President, ViSCA

Signed in the presence of:

  
**TOMAS FERNANDEZ, Ph.D.**  
Head, DASVM

## ACTION MEMORANDUM

### I. TITLE

**Confirmation of Appointment of Designated Position**

### II. INFORMATION

The screening committee reviewed and submitted to the President the qualified candidates for different designated positions.

In view of the satisfactory performance of the designated personnel, the College President issued new temporary appointments to the selected personnel for BOT's confirmation.

### III. ACTION REQUIRED

Confirmation of the appointment of the different designated positions.

### IV. PROPOSED RESOLUTION

Confirming the appointment of the following ViSCA Personnel occupying designated positions, effective on the dates specified unless sooner terminated or revoked by higher authority.

<u>Designated Position</u>	<u>Name of Staff</u>	<u>Effectivity</u>
Project Director, CHED Zonal Research Center	BACUSMO, Jose L.	1/1/2001 - 12/31/2001
Asst. Project Director, CHED Zonal Research Center	VELARDE, Rosa Ophelia D.	1/1/2001 - 12/31/2001
Head, Agribusiness Proj. Unit	BULAYOG, Salome B.	1/1/2001 - 12/31/2001
Officer-In-Charge, ViSCA Security Force	ABIT, Sergio E.	2/1/2001 - 12/31/2001

**BOT Resolution No. \_\_\_\_\_, s. 2001**

**BOT Action: \_\_\_\_\_**  
**Date: 9 March 2001**





OFFICE OF THE REGISTRAR



# TENTATIVE LIST OF CANDIDATES FOR GRADUATION

2nd Semester, SY 2000-2001



Course	Summary:	
	Total	Page
<u>Undergraduate</u>		
BAS	46	1
DVM	8	7
BSA	49	9
BSAB	59	18
BSAC	9	25
BSAE	11	27
BSAgDev	7	29
BSAgEd	115	29
BSDC	15	44
BSF	35	46
BSFT	34	51
BSHE	42	56
BSS	10	61
Sub-total	440	
<u>Graduate</u>		
Ph.D	1	69
M.S.	14	63
MAgDev	18	65
M.Ed	3	68
Sub-total	36	
Grand-total	476	

March 02, 2001

The Academic Council


Thru: The President  
Visayas State College of Agriculture  
Baybay, Leyte

Gentlemen:

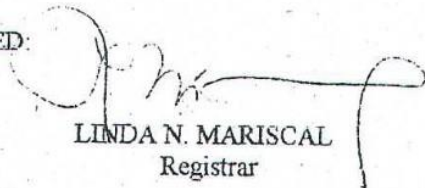
We wish to present to the Academic Council the tentative list of candidates for Latin Honors subject to compliance with all the requirements for graduation with honors on or before the deadline. Other names may be included in the list provided that they qualify and meet the requirements on time.

<u>Name</u>	<u>Degree</u>	<u>Subjects Enrolled</u>	<u>GPA</u>	<u>Tentative Honor</u>
1. ARMENIA, Ann Roselle O.	BSA	AE 50, Agbo 122, 124, 142, PB 199, PB 200	1.222 (as of midterm)	Magna Cum Laude
2. YBANEZ, Adrian P.	BAS	AH 125, 146, 134, 144, 162, AH 199, 200a, AS 142, 136	1.487 (as of midterm)	Cum Laude
3. PENA, Santiago Jr. T.	BAS	AII 125, 146, 134, 144, 162, AH 199, 200a, AS 142, 136	1.541 (as of midterm)	Cum Laude
4. SAMSON, Jenelyn D.	BSHE	HEEd 199, 200a	1.550 (as of 1st Sem.)	Cum Laude
5. ESCASINAS, Ruby Ann O.	BSAC	Chem 142, 144, 146, 190, Chem 199, 200	1.575 (as of midterm)	Cum Laude
6. ABUNDA, Joel B.	BSS	SocSci 14, FS 121, CS 142, Stat 142, 190, 199	1.601 (as of midterm)	Cum Laude
7. JOSOL, Shiela Marie S.	BSAB	AB 199, 200a	1.621 (as of 1st Sem.)	Cum Laude
8. DELA ROSA, Zosimo Jr. S.	BSA	AE 50, Agbo 122, 142, Agbo 124, PB 199, 200	1.671 (as of midterm)	Cum Laude
9. DALTON, Wilbur L.	BSAgEd	AgEd 199, 200.3	1.692 (as of 1st Sem.)	Cum Laude
10. LANDERITO, Nel Anterson	BSAC	Chem 142, 144, 146, Chem 190, 199, 200	1.704 (as of midterm)	Cum Laude
11. CAPON, Dely S.	BSAgEd	AgEd 199, 200.3	1.736 (as of 1 <sup>st</sup> sem.)	Cum Laude
12. BORNEO, Angelica Pelicula Asuncion	BSA	AE 50, Ppal 118, PPrt 162, PPrt 172, 199, 200	1.737 (as of midterm)	Cum Laude
13. GAMOTIN, Emma Concepcion L.	BSA	Agbo 122, 124, 142, AE 50, PB 199, 200	1.745 (as of midterm)	Cum Laude

Very truly yours,

  
MANUEL K. PALOMAR  
Chairman, Honors and Awards Committee

ATTESTED:

  
LINDA N. MARISCAL  
Registrar



VISAYAS STATE COLLEGE OF AGRICULTURE  
Isabel Campus  
Isabel, Leyte

Name	Address
1. Acibar	Jamns Lee T. Libertad, Isabel, Leyte
2. Alito	Bryan S. Sto. Niño, Isabel, Leyte
3. Anora	Anita M. T. Sto. Niño, Isabel, Leyte
4. Aureo	Francis Ray G. Matlang, Isabel, Leyte
5. Barbosa	Jaxter M. Isabel, Leyte
6. Barrosa	Sancho I. Bilwang, Isabel, Leyte
7. Bautistalla	Ronald L. Libertad, Isabel, Leyte
8. Becera	Harvey A. Libertad, Isabel, Leyte
9. Bohol	Harold D. Isabel, Leyte
10. Calixtro	Loije Efrim M. Mr. del, Isabel, Leyte
11. Caminero	Voltaire Jean C. Islul, Leyte
12. Colon	Sanny Mar M. Libertad, Isabel, Leyte
13. Cruz	Keith Christian A. Mayayag, Isabel, Leyte
14. Decipolo	Victor C. Tabunok, Isabel, Leyte
15. Deles	Angelo P. M. vel, Isabel, Leyte
16. Dinoy	Octaviano Jr. E. Isabel, Leyte
17. Diosana	Lary Jr. D. Isabel, Leyte
18. Domael	Norman B. Marvel, Isabel, Leyte
19. Echavia	Camilo V. C. Isabel, Leyte
20. Fajardo	Melvin James B. Libertad, Isabel, Leyte
21. Gersamin	Christopher A. Sto. Niño, Isabel, Leyte
22. Laurito	Erwin L. Mahayag, Isabel, Leyte
23. Lisondra	Rhigel P. Paril, Matlang, Isabel, Leyte
24. Lunayag	Bernard O. Isabel, Leyte
25. Manago	Airner S. Isabel, Leyte
26. Maricao	Crisanto N. Libertad, Isabel, Leyte
27. Maraveles	Jesua Jr. C. Libertad, Isabel, Leyte
28. Marjas	Jumar V. San Roque, Isabel, Leyte
29. Monares	Renato D. Marvel, Isabel, Leyte
30. Porilla	Kenndry R. Isabel, Leyte
31. P. hinsula	Jovanna M. Binog, Isabel, Leyte
32. Pia	Bonifacio S. Libertad, Isabel, Leyte
33. Punay	Jaylor C. Baguinbin, Palompon, Leyte
34. Ramirez	Jesus James M. Isabel, Leyte
35. Ramon	Arjay S. Consolacion, Isabel, Leyte
36. Reror	Ronard F. Bonifacio St., Isabel, Leyte
37. Rodas	Jahaziel L. Tabunok, Palompon, Leyte
38. Rojas	Fernando Jr. C. Osmeña St., Isabel, Leyte
39. Sanchez	Junelo C. Tabunok, Palompon, Leyte
40. Sardido	Mario F. Matlang, Isabel, Leyte
41. Serino	Moises Neil V. Bilwang, Isabel, Leyte
42. Sili	Jose O. Isabel, Leyte
43. Suratta	Bryan C. Sto. Niño, Isabel, Leyte
44. Surille	Ruel T. Sto. Niño, Isabel, Leyte
45. Uri	Edwin M. Isabel, Leyte



48. Alemia	Irine	E.	Libertad, Isabel, Leyte
49. Aquiles	Liramae	P.	San Roque, Isabel, Leyte
50. Aying	Christine	C.	San Roque, Isabel, Leyte
51. Ayo	M. Jeresa	S.	Marvel, Isabel, Leyte
52. Ballera	Maribeth	R.	Libertad, Isabel, Leyte
53. Ballos	Marilyn	G.	Tolingon, Isabel, Leyte
54. Barbosa	Winnalle	G.	Isabel, Leyte
55. Cananico	Hermia	A.	Matang, Isabel, Leyte
56. Cases	Pretty Ann	P.	Baguinbin, Palompon, L
57. Centino	Evelyn	R.	Libertad, Isabel, Leyte
58. Colon	Wenia	M.	Sta. Cruz, Isabel, Leyte
59. Colorito	Marie Daisy	L.	San Roque, Isabel, Leyte
60. Condesta	Joan	E.	Sta. Cruz, Isabel, Leyte
61. Cuyos	Christine	T.	Antipolo, Isabel, Leyte
62. Dacalos	Juvia Lyn	S.	Sto. Rosario, Isabel, Leyte
63. Dahuya	Elsa	P.	Mahayag, Isabel, Leyte
64. Domaai	Normalyn	B.	Marvel, Isabel, Leyte
65. Dumagsa	Adelaine	F.	Tolingon, Isabel, Leyte
66. Gersamio	Cheryl	A.	Isabel, Leyte
67. Gelizon	Cheryl	E.	Isabel, Leyte
68. Ignacio	Marlit	E.	Tabunok, Palompon, L
69. Inso	Jendry	A.	Marvel, Isabel, Leyte
70. Jordan	Geraldine		Isabel, Leyte
71. Jubay	Mildred		Isabel, Leyte
72. Lemoste	Gema		San Roque, Merida, L
73. Lina	Hubilyn		Isabel, Leyte
74. Manos	Mary Jane		San Roque, Merida, Leyte
75. Longakit	Liezl		San Roque, Merida, Leyte
76. Luzares	Sharnell	A.	Sta. Cruz, Isabel, Leyte
77. Magallanes	Evanad	S.	Isabel, Leyte
78. Maiz	Aideliza	O.	Tolingon, Isabel, Leyte
79. Matias	Jacqueline	V.	Isabel, Leyte
80. Mirc	Joan		Libertad, Isabel, Leyte
81. Mirc	Joan		Libertad, Isabel, Leyte
82. Mirc	Joan		Libertad, Isabel, Leyte
83. Mirc	Joan		Libertad, Isabel, Leyte
84. Mirc	Joan		Libertad, Isabel, Leyte
85. Mirc	Joan		Libertad, Isabel, Leyte
86. Mirc	Joan		Libertad, Isabel, Leyte
87. Roche	Joan		Libertad, Isabel, Leyte
88. Roche	Joan		Libertad, Isabel, Leyte
89. Rodado	Manila	B.	Matang, Isabel, Leyte
90. Romero	Rossie, y	A.	Isabel, Leyte
91. Saddi	Starlyn Grace	P.	Magsaysay, Palompon
92. Sanchez	Jenilyn	M.	Tabunok, Palompon, L
93. Sarabia	Jhala	F.	Tabunok, Palompon, L
94. Sedaya	Ednelyn	B.	Marvel, Isabel, Leyte
95. Sioc	Jonnelyn	G.	Isabel, Leyte
96. Tajos	Khemly	C.	Monan, Isabel, Leyte
97. Tañeza	Mavel	R.	Libertad, Isabel, Leyte
98. Tero	Virelyn	A.	Isabel, Leyte
99. Toledo	Janice	S.	Binog, Isabel, Leyte
100. Velasquez	Lailanie	R.	Libertad, Isabel, Leyte
101. Ybanez	Maria Divina Gracia	S.	Sto. Niño, Isabel, Leyte



VISAYAS STATE COLLEGE OF AGRICULTURE-Villaba Campus  
Villaba, Leyte, Philippines

Office of the Registrar

SUMMARY FOR TENTATIVE LIST OF CANDIDATES  
FOR GRADUATION SECOND SEMESTER  
SCHOOL YEAR 2000-2001

	Total	Page
* Diploma in Agricultural Technology	= 1	1
* Bachelor of Agricultural Technology	= 16	1
* Secondary Course	= 63	3
Total	= 80	

Certified Correct :

(SGD.) FELIPE Q. ALBEOS  
Acting Registrar

NOTED:

(SGD.) CONCHITA N. ASTROLOGO, Ph.D.  
V S Superintendent II



BILIRAN NATIONAL AGRICULTURAL COLLEGE  
Biliran, Biliran

*Office of the Registrar*

TENTATIVE LIST OF  
CANDIDATES FOR GRADUATION  
FOR  
SECOND SEMESTER SY 2000-2001

BAT	-	15
BSED	-	31
DAT	-	71
		<hr/>
		117

ED. HIGH SCHOOL		<hr/>
		178



**PROPOSED WORKLOAD OF THE EDITORIAL BOARD AND  
REVIEWERS OF THE GRADUATE SCHOOL JOURNAL**

*(As approved by the Board of Trustees per  
BOT Resolution No. 41, s. 2001, dated 9 March 2001)*

**Rationale:**

The Graduate School Journal originally entitled "Journal of Social Sciences and Humanities" conceptualized by the Graduate School former Director (Remigio P. Mollaneda) had two issues, one each in 1998 and 1999. Both issues contained articles that were not peer reviewed. To improve the coverage and contents of the journal, the Graduate School Executive Committee approved the new title "Journal of Science and Humanities (JSH)". Further, an editorial board was created. The Editorial Board in its recent meeting agreed on the format and guidelines to contributors and other matters related to the publication. Since it is necessary to come up with a journal that is comparable if not better than the existing ones, the editorial board together with the reviewers should be given proper incentives to encourage them to accept such assignments.

It is therefore proposed that the PAC Resolution No. 2, s. 1997 on the giving of incentives to the ATR editorial board members and reviewers be applicable to those of the JSH. The proposal is:

- The JSH editorial board and reviewers shall be given per issue the following work load units. Provided the units earned by a reviewer based on the number of technical papers reviewed for that semester shall be credited only in the succeeding semester.

Chairman:	4 workload units
Members:	2 workload units
Reviewers:	1 workload unit/article reviewed

## **PROPOSED INTER-DEPARTMENTA/CENTER ASSIGNMENT**

*(As approved by the Board of Trustees per  
BOT Resolution No. 40, s. 2001, dated 9 March 2001)*

### **Rationale:**

ViSCA faculty members are usually listed in specific units wherein their expertise can be put to greatest use. It is a known fact, however, that many members of the faculty can be assigned in different units as evidenced by the existence of affiliate faculty or associate faculty categories. With the pressing problem of ViSCA departments/centers not having enough manpower to teach or do research and extension and also the need to re-energize some faculty members, it is proposed that an inter-departmental/center assignment be implemented. This way, dynamism and fluidity of assignments can be in place and the dedication and loyalty of the faculty can be focused towards the furtherance of his/her science.

### **Guidelines:**

1. A request by the faculty for cross-posting or assignment shall be made to the new unit with the concurrence of his/her existing and new unit heads for endorsement by the respective program directors to the OVPAA for final approval by the President. A program of activities shall be included in the letter request.
2. Based on the workload and performance evaluation for two successive rating periods, the Performance Evaluation Review Committee may also recommend to the President such inter-departmental/center assignment for a faculty member upon consultation with all concerned parties.
3. A faculty member holding a plantilla position even if temporary may avail of this privilege.
4. Cross assignment shall be for at least one year from a research center to another center, department to a center, department/center to unit, and vice versa.
5. Since the cross assignment of a faculty member is an internal mechanism within ViSCA, no substitute may be hired to replace him/her during that period of assignment.



## IMPLEMENTING GUIDELINES FOR SABBATICAL LEAVE

(As approved by the Board of Trustees per  
BOT Resolution No. 39, s. 2001, dated 9 March 2001)

### Rationale:

Faculty members in ViSCA have been granted sabbatical assignment in the form of study leave and/or exchange professorship with other colleges or universities to improve their competencies for service to the college. Such provision is spelled out in ViSCA Code and by BOT Resolution No. 39, s. 1997 for grant availment but what is lacking are specific guidelines for the purpose stated. Over the years, problems have been associated with this particular privilege such as non-submission of expected outputs, hence this proposal.

### Guidelines:

1. Only permanent faculty members with at least the rank of associate professor (and an earned Master's degree) for at least two years prior to the grant and who have served the college for not less than six consecutive years are eligible to go on sabbatical assignment.
2. Due to budgetary constraints and to avoid jeopardizing the program of the department/center, only one faculty member per year of that unit shall be allowed to go on sabbatical leave.
3. A sabbatical assignment shall be for six months to one year only commencing at the start of the semester upon mutual consent of the faculty member and the unit head.
4. Every year or fraction thereof of sabbatical assignment shall be equivalent to one year of actual service to the college upon his/her return.
5. Failure to return to the college or to submit the expected output shall be violation of the sabbatical assignment and construed as similar in offense to non-returning scholars.
6. No one shall be allowed to avail of other privileges such as secondment or transfer during the period of service to the college after the sabbatical assignment unless an appeal for reconsideration is approved by BOT.
7. Recommendation shall emanate from the unit's Personnel Committee following its approved schedule of sabbatical leave and coursed through the APB and OP before its final approved by the BOT. All application should include the plan of activities and expected output.
8. Upon completion of the sabbatical assignment, the faculty member shall submit the expected output through channel (from the department or center to the APB for endorsement of the request for reinstatement to the President). Two copies of each output shall be prepared by the returning faculty member, one for the unit and another one for the Office of the President.
9. Failure to submit the output within three (3) months after reinstatement shall be enough ground to place the faculty member on leave without pay (or charged to his/her accrued leaves.) If the output is not submitted at the end of that period, he/she shall be considered to have violated the sabbatical assignment.
10. A term of reference shall be drawn to cover the provisions of the sabbatical assignment.



AN ADDENDUM TO THE APPROVED PROPOSAL  
TO INCREASE THE HIGH SCHOOL FEES

The High School inadvertently excluded the laboratory fee of students in its "Proposal To Increase The High School Fees" presented to ADCO and approved subsequently by the same body on September 29, 2000 meeting. In view of this deficiency, the High School is hereby proposing an addendum to include a laboratory fee as one of the school fees.

Having realized the need to improve our laboratory facilities and procurement of consumable laboratory materials such as chemicals, LPG fuel, seeds, fertilizer, broiler chicks, feeds and other laboratory needs, we in the High School, propose to collect a laboratory fee of Fifty Pesos (₱50.00) per student, per laboratory subject for the whole year. The following are the High School Laboratory subjects per year level.

Laboratory Subjects:

- A. First Year: 3 Lab. Subjects (Both Schemes I & II)
1. Science I – (Integ. & Environmental Science)
  2. Home Science I – (Food Nutrition & Family Living)
  3. Agriculture I – (Principles of Crop Science)
- B. Second Year: 3 Lab. Subjects (Both Schemes I & II)
1. Science II – (Biology)
  2. Home Science II – (Personality Dev't. & Home Management)
  3. Agriculture II – (Principles of Animal Science)
- C. Third Year: 3 Lab. Subjects (Scheme I)  
2 Lab. Subjects (Scheme II)
1. Science IIIa – (Gen. Chemistry)
  2. Science IIIb – (Physics) – Scheme II only
  3. Home Science III – (Gen. Cookery) – Girls only
  4. Agriculture III – (Rice Production) – Boys only



D. Fourth Year: 2 Lab. Subjects

1. Science IV - (Physics)
2. Elective (Chemistry) - Scheme I only
3. Home Science IV - Girls, Scheme II only
4. Agriculture IV - Boys, Scheme II only

In summary the following amount for laboratory fees shall be collected from each student for the whole year.

First Year - - - - -	<del>₱</del> 150.00
Second Year - - - - -	150.00
Third Year: Scheme I - - - - -	150.00
Scheme II - - - - -	100.00
Fourth Year - - - - -	100.00

If the amount of 150.00 or 100.00 for laboratory fee is added to the approved High School fees of only 260.00 per year, then each student will only pay the following school fees for the whole year.

First Year - - - - -	<del>₱</del> 410.00
Second Year - - - - -	410.00
Third Year: Scheme I - - - - -	410.00
Scheme II - - - - -	360.00
Fourth Year - - - - -	360.00

Undoubtedly, these school fees are quite minimal compared to the benefits the students are getting from the school.

## PROPOSAL TO INCREASE THE HIGH SCHOOL SCHOOL FEES

The existing school fees of the ViSCA Laboratory High School have not undergone any increase for a long number of years already. Thus, some of these school fees are no longer consistent with the prevailing needs of the high school and the rising cost of goods and services.

In view of the foregoing circumstances, and after consultation with the VLHS faculty and the High School Student Body Organization (SBO), the Office of the Principal is proposing to increase the high school fees as follows:

School Fees	Present Rate	Proposed Rate
Tiller Bulletin	20.00	65.00
Deposit	15.00	15.00
Student Insurance	10.00	25.00
Student Initiated Organizations: FFP, FAHP, Science Club, Sports Club, Dramatics Club & SBO	30.00	90.00
Miscellaneous (BSP, GSP, Red Cross, Anti-TB)	4.00	10.00
Psychological Examination: Freshmen and Seniors	10.00	15.00
Medical & Dental	0.00	15.00
Athletics	0.00	15.00
Cultural	0.00	10.00
TOTAL.....	89.00	260.00

### Justifications:

1. The Tiller Bulletin fee is increased to ₱65.00. Based on the assumption that VLHS will have a maximum of 500 students, the income derived from the Tiller publication fee at ₱65.00 per student will be ₱32,500.00. This amount will meet the budgetary needs of the Tiller Bulletin as follows:



Breakdown of Expenses for the Tiller Publication	
First Issue: Tabloid (June - July, 2000)	5000
Lay-outing: Laser printing for the camera-ready	3000
Photos	500
Sub-Total.....	
Second Issue: Newsletter (Aug.-Sept.-Oct., 2000)	2500
Lay-outing: Laser printing for the camera-ready	2000
Photos	500
Sub-Total.....	
Third Printing: Graduation Issue (Nov., 2000-Mar., 2001) Magazine	10000
Lay-outing: Laser printing for the camera-ready	4000
Photos	1000
Press Conferences	3000
Sub-Total.....	
TOTAL.....	31500

2. High School students insurance is increased from ₱10.00 to provide more insurance benefits to students in case of an accident.
3. Student initiated organizations fee is increased from ₱30.00 to enable student officers/representatives to attend conventions outside ViSCA, to finance some projects of the organizations, and to provide them some seed money for any productive venture.
4. Medical and Dental, athletics and cultural fees are included this year par with the college. However, their rates are lower than that of



**ACIAR**

Australian Centre for International Agricultural Research

6 February 2001

Professor Paciencia Milan  
c/- Ms Cecilia Honrado  
ACIAR Country Manager  
Australian Embassy  
PHILIPPINES

Facsimile No. 0011 63 12 840 3611

Dear Professor Milan,

**Twenty-first Policy Advisory Council Meeting  
13-15 March 2001, Canberra, Australia**

The next meeting of the ACIAR Policy Advisory Council will be held in Canberra on 13-15 March 2001, and I am writing to invite you to attend the meeting and associated activities as an observer, and to request an early indication of your preferred travel arrangements and other activities while in Australia.

In addition to formal Council business, we extend an invitation to Council members and observers, particularly those from overseas, to visit some of the local research institutions in Canberra before or after the meeting. We are also happy to arrange any visits for you that you would like to make to research, or other organisations either in Canberra or elsewhere in Australia if this fits in with your preferred itinerary.

ACIAR arranges all travel and associated matters for the Council meeting and it is helpful for us to obtain an early indication of your travel and accommodation requirements. ACIAR Country Managers are able to assist overseas Council members and observers, with visas and other travel arrangements.

A draft agenda for the meeting is attached for your information. As usual, we are focusing on research and development priorities. This is an item that we have found to be particularly valuable in determining future program directions, particularly from a national perspective.

For your information, I have enclosed a listing of the current members of the ACIAR Policy Advisory Council.



I have also enclosed a form for you to complete on which you can indicate attendance at the meeting, your preferred travel arrangements, and any suggestions for the agenda. I would be grateful if you could return it to our office at your convenience.

If you have any queries or other suggestions relating to the meeting, please contact me or Ms Theresa Graham who will be making arrangements for the forthcoming meeting. Ms Graham's contact details follow:

Ms Theresa Graham  
Project Officer, Policy and Secretariat  
Tel: +61 2 6217 0576;  
Fax: +61 2 6217 0501;  
E-mail: [graham@aciarc.gov.au](mailto:graham@aciarc.gov.au)

I look forward to your advice.

Yours sincerely



R J Clements  
Director

cc. Ms Cecilia Honrado  
ACIAR Country Manager

Enclosures: 1. Draft Agenda for Policy Advisory Council meeting  
13, 14 and 15 March 2001  
2. Meeting confirmation and travel form (to be completed and returned to ACIAR please)



**ACIAR**

Australian Centre for International Agricultural Research

AUSTRALIAN EMBASSY  
5/F SALLUSTIANA D. TY TOWER  
104 PASEO DE ROXAS CORNER  
PEREA ST., LEGASPI VILLAGE  
MAKATI CITY, PHILS.  
P.O. BOX 1071 M.C.P.O.  
1250 MAKATI CITY, PHILS.

TEL.: (532) 7546-241  
7546-200  
FACSIMILE: (532) 7546-265  
(5312) 401-3611



(02) 892-8646  
c/o Susan

6 February 2001

Dr. Paciencia Milan  
President  
ViSCA  
Baybay, Leyte

**URGENT**

Dear President Milan:

This is to confirm my earlier phone conversation with you that ACIAR would like to invite you to participate in the Policy Advisory Council (PAC) Meeting to be held on 13-15 March 2001 in Canberra and Sydney.

If you are able to attend, ACIAR will pay travel costs and will help you arrange any other meetings you may wish to make during your visit.

At the PAC meeting, you will be requested to brief the Council on the agricultural research priorities of the Philippines, and to contribute to discussion on the various agenda items. The agenda is still being finalized, but it will include discussions on aquaculture, quarantine-related research opportunities, ACIAR's draft strategic plan, opportunities for aligning ACIAR's research programs with international and regional initiatives (e.g. on climate change, biodiversity, etc.), and electronic communication and publishing.

Dr. Bob Clements said that this may sound a bit daunting to you (I think this is not a correct assumption!) and he asked me to tell you that both Beth Woods (Chair of the ACIAR Board) and Bob will make sure that you are not embarrassed in any way and that the meeting should be an enjoyable experience for you.

I will forward to you the formal invitation as soon as I receive it.

Attached is the rough schedule of activities for your reference.

Thank you and we look forward to your participation in the PAC meeting.

Sincerely yours,

*Cecilia*  
CECILIA O. HONRADO  
ACIAR Manager (Philippines)

Encl.: a/s





**VISAYAS STATE COLLEGE OF AGRICULTURE**  
Baybay, Leyte, Philippines

*Office of the College/Board Secretary*

**EXCERPTS OF APPROVED MINUTES OF THE  
162<sup>nd</sup> ViSCA Board of Trustees Meeting**

09 March 2001

Guest House, ViSCA, Baybay, Leyte

**Proposal to Modify Guidelines to Grant Exemption from  
School Fees for ViSCA Staff and Dependents**

**Rationale**

Based on BOT Resolution No. 23, s. 1993, bonafide ViSCA employees, their spouses and dependent children are granted exemption from tuition and comprehensive fees to enroll in any non-degree program in ViSCA. This education incentive and privilege has been given to encourage ViSCA staff and dependents to study in ViSCA. However, there has been some confusion as to the extent of coverage of the grant in relation to the age of dependents, kind of exemption from fees that is allowed and the number of years that one enjoy the exemption. The following guidelines are thus proposed not only to shed light on the issue but also to rationalize the aforementioned grant.

**Guidelines**

1. Staff members of the College and their dependents are granted exemption from tuition fees only. Bonafide employees include permanent, temporary, casual or contractual employees with existing valid appointment. Casual employees on job order basis are also included in this tuition grant.
2. Except for the spouse of the ViSCA employee, dependent children (maximum of 4) should be unmarried and up to 21 years old only.
3. Grantees are qualified to enroll in non-degree, baccalaureate, diploma or its equivalent, whether classified as new or returning student, shifters or cross-enrollees from other institutions of learning, graduates of other programs offered by the College or outside who shall pursue other fields of interest in the College and special students enrolling in courses for their professional growth and development as well as for academic enrichment and review. ViSCA staff are allowed to pursue a graduate program but not another baccalaureate degree.
4. All pertinent rules and regulations of the College on admission, transfer, residency, etc. shall apply.

The Board passed

**Board Resolution No. 44, s. 2001**

**Approving the modification of the guidelines in the grant of exemptions  
from school fees for ViSCA staff and dependents.**

BOARD ACTION: **APPROVED**  
Date: **March 9, 2001**

**Certified True and Correct:**

**DANIEL M. TUdTUD JR.**  
*Board Secretary*

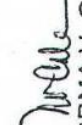
OP  
OVPA  
Registrar

Baybay, Leyte

# RECAPITULATION OF BUDGET PROPOSALS Utilization of Income (COA Circular No. 2000-002)

Particulars	Main Campus	Alang-alang Campus	Biliran Campus	Isabel Campus	Tolosa Campus	Villaba Campus	TOTAL
<b>I. SOURCE OF INCOME</b>							
Tuition and Other School Fees	345,325	466,436		12,332	12,885		836,978
Income from Services	116,107						116,107
Interest on Deposits	300	2,609					2,909
Rental	167,182						167,182
Miscellaneous	203,849	1,685					205,534
Total Actual Deposits	832,763	470,730	0	12,332	12,885	0	1,328,710
<b>II. PROJECTED EXPENSES</b>							
<b>A. Personal Services</b>							
Student Labor	6,000	10,800					10,800
Honoraria		71,700					77,700
Sub-total	6,000	82,500	0	0	0		88,500
<b>B. M. O. O. E.</b>							
Traveling Expenses	40,000						40,000
Communication Services	20,000						20,000
Supplies and Materials	174,000	43,120		12,332			229,452
Illumination, Power & Water	140,000						140,000
Gasoline, Fuel & Oil	20,000						20,000
Other Services	182,763	265,110			12,885		460,758
Sub-total	576,763	308,230	0	12,332	12,885	0	910,210
<b>C. Capital Outlays</b>							
Equipment Outlay	250,000	80,000					330,000
Total Expenditures	832,763	470,730	0	12,332	12,885	0	1,328,710

Prepared by:

  
NORMA V. CALA  
FMO

NOTED:

PACIENCIA P. MILAN  
President



## PROPOSAL TO OFFER AGRICULTURAL ENGINEERING AS A MAJOR FIELD UNDER THE MASTER OF SCIENCE PROGRAM OF VISCA

### RATIONALE

The Visayas State College of Agriculture (ViSCA) is a key player in providing leadership in promoting excellence, equity, and efficiency in agriculture education in the Visayas to accelerate the much needed agricultural re-orientation to rural and national development. In this era of global competitiveness, food security and human capital formation are two of the most vital pre-requisites for our economy to be able to compete in the world market. Agricultural engineering graduates are among the much needed manpower that can propel Philippine agriculture to international standards.

In ViSCA, the Bachelor of Science in Agricultural Engineering (BSAE) has been offered since 1975 by the Department of Agricultural Engineering and Applied Mathematics (DAEAM). It has produced about 350 agricultural engineering graduates; 32 of whom topped the Professional Licensure Board Examination. Through the years, DAEAM has developed both its faculty and facilities. With its qualified and trained faculty and staff and its sufficient facilities, DAEAM is now ready to offer advanced courses in agricultural engineering.

In a survey conducted last December 2000, out of 41 respondents, mostly agricultural engineering graduates who are working in ViSCA, DA, NIA and LGUs in Leyte and Cebu, about 20 or 50% signified their intention to pursue MS program in Agricultural Engineering here. It is expected that many engineers from academic institutions in the Visayas, Mindanao and Bicol region prefer to study in ViSCA due to its proximity, low cost of living, highly qualified staff and good facilities. At present only UPLB and CLSU, both in Luzon, are offering Master of Science in Agricultural Engineering.

It is expected that the proposed Master of Science in Agricultural Engineering (MSAE) program will produce high quality engineering graduates who can provide technical expertise in the specialized fields of agricultural power and machinery, postharvest and energy technology, and water resources engineering. The focus of the farm mechanization and soil and water conservation components will be on solving the most pressing problems in the uplands which are prevalent in the Visayas and Mindanao regions. The postharvest and energy technology component will focus on primary processing technologies and the utilization of environment-friendly renewable energy sources.

Likewise, in this program, the newly implemented Agriculture and Fisheries Modernization Act of 1997 and the concept of *Green Productivity* for sustainable development, and the provisions of international quality standards shall play an integral part.



## II. TARGET CLIENTELE

The proposed MSAE of ViSCA will provide advanced education to the graduates from the field of Agricultural Engineering in the Visayas and Mindanao who are working in the government agencies, academic and research institutions, private corporations, and those engaged in private ventures.

Graduates from the bachelors degree in mechanical, chemical, civil, and other fields of engineering; food technology, chemistry, and other fields of specialization may be accepted in the program subject to additional requirements to be set by the Department Graduate Admission Committee.

## III. GRADUATE PROFILE

### A. Cognitive

1. Critically analyze and evaluate agricultural engineering issues vital to sustainable development.
2. Explain clearly advanced engineering concepts, principles and practices in machinery, soil and water conservation, postharvest and energy technology;
3. Identify basic and applied engineering research problems and formulate research projects appropriate for promoting food security and countryside development;

### B. Affective

1. Inculcate in the students a sense of responsibility for the pursuit of sustainable development;
2. Appreciate small and medium agri-enterprises as the true engines of sustainable growth; the foundation for entrepreneurship, social equity, and economic success;
4. Develop interest in industry that makes agriculture competitively productive and significant contributor to national development.

### C. Psychomotor

1. Establish and standardize clean, efficient, and environmentally sound postharvest and energy technologies needed for the establishment of small and medium scale enterprises in the countryside;
2. Apply engineering skills in solving problems on soil fertility degradation, soil environmental pollution, agricultural products quality and shelf life, and energy;
3. Develop designs and plans of farm structures and machinery for soil erosion control, zero tillage equipment to improve and accelerate crop and animal production in the countryside;



4. Conduct engineering researches related to farm mechanization, soil and water conservation, and postharvest and energy technology for the promotion of countryside development and the betterment of the people.
5. Integrate computer and information technology in the formulation of simulation models necessary for scaling-up technologies to suit the needs of specific clientele.

## I. ADMISSION AND COURSE REQUIREMENT

### A. Admission Requirements

Graduates from the Bachelor of Science in Agricultural Engineering are qualified to enrol in the program. Graduates from the Bachelor of Science in Civil, Chemical, Mechanical, and other fields of engineering: Food Technology; Chemistry, and other fields of specialization may be accepted to the program subject to additional requirements. The program will follow the existing rules, policies, and implementing guidelines of the MS program and the approved graduates school code, admission, formation of graduate committee, and formulation of the program of work of students. Any student who will qualify to enrol in this degree can specialize in any of the following fields: 1) Agricultural Power and Machinery, 2) Postharvest and Energy Technology, and 3) Water Resources Engineering.

### B. Course Requirements

A graduate student shall take a minimum of 37 units of course work broken down as follows:

Courses	Number of Units		
	200 Level Course	300 Level Course	Total Units
Required Courses	6	-	6
Major	15	-	15
Thesis	-	6	6
Minor/Cognate Courses	9	-	9
Graduate Seminar	1	-	1
Total:	31	6	37

1 GRADUATE COURSES FOR INSTITUTION

2 1. AGEN 205 - Instrumentation for Engineering Research

3 Mechanical, analog and digital instruments and controls; techniques of m  
4 parameters; computer data acquisition techniques.

5  
6 Prerequisite: AE 154- Electronic and Instrumentation

7 5 hrs. a week (2 lec, and 3 lab)

8 Credit: 3 units

9  
10 Justification: This course will provide the student with the knowledge of mecha  
11 the-art electronic instruments and controls, and data measur  
12 necessary for conducting scientific investigations

13  
14 2. STAT 206- Statistical Methods <sup>for</sup> Physical Sciences

15 Probability distribution functions, experimental designs, regression and correl  
16 other statistical methods with applications in physical sciences.

17  
18 Prerequisite: Stat 21 (Elementary Statistics)

19 5 hrs a week (2 lec, 3 lab)

20 Credit: 3 units

21  
22 Justification: This course will provide the student with statistical tools as a  
23 sciences and in preparation for his/her research undertaking  
24 decision/ conclusion.

25  
26 3. AGEN 221 - Agricultural Machinery Systems and Management

27 Agricultural machinery system; planning and management of human, animal,  
28 power for farming operations; selection, evaluation and transfer of appropriat  
29 technology.

30  
31 Prerequisite: AE 162- Ag. Machinery & Equipment

32 5 hrs. a week ( 2 lec., 3 lab.)

33 Credit: 3 units

34  
35 Justification: This course will provide the students a comprehensive knowle  
36 the-art of applying human, animal, and mechanical power  
37 production with special emphasis on environmentally-sound  
38 operations, applicability and limitations of agricultural machi  
39 student to make critical decision on the system of machinerie  
40 particular area.

41  
42 4. AGEN 223- Agricultural Machinery Design and Evaluation

43 Optimization techniques in designing, fabrication and improvement of agri  
44 testing and evaluation of agricultural equipment.



Prerequisite: AE 153- Machinery Design

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

Credit: 3 units

Justification: In this course, the students will learn the basic and advanced knowledge in optimizing the design and fabrication of agricultural machinery and the proper method of testing and evaluation of their performance in order to have an efficient and durable machinery.

5. AGEN 224- Engineering Similitude

Principles and application to design modelling, testing and evaluation of engineering models.

Prerequisite: AGEN 223- Agricultural Machinery Design and Evaluation

5 hrs. a week (2 lec., 3 lab);

Credit: 3 units

Justification: This course will provide the students the methods of modelling techniques as applied to an improved design of agricultural engineering structures and machinery.

6. AGEN 232- Tillage and Soil Dynamics

Physical and dynamic properties of soil related to action of tillage tools, tractive vehicles and plant growth and development; soil strength parameters, mechanics of tillage implements, causes and effects of soil compaction.

Prerequisite: AGEN 221- Agricultural Machinery Systems and Management

3 hrs. a week (1 lec)

Credit: 3 units

Justification: This course will enable the students to understand fully the mechanics and effects of the action of different farm implements on the physical and dynamic properties of soil which have direct influence on plant growth and development.

7. AGEN 234- Expert Systems in Agriculture

Principles, application of knowledge-based programming to problems in agriculture: use of computer software in expert systems applications.

Prerequisite: COI

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

Credit: 3 units

Justification: This course will introduce the students to basic skills on knowledge-based programming to problems in agriculture necessary to come-up with immediate solutions and recommendations.

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8. AGEN 241- Physical Properties of Agricultural Products

Physico-aero-and-hydro-dynamic characteristics and rheological properties of agricultural products and their measurements; frictional characteristics and mechanical damage.

Prerequisite: AE 161- Crop Processing

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

Credit: 3 units

**Justification:** In this course, the students will be exposed to the different methods of determining physical properties of agricultural products that are used in optimizing designs and processes, and in the preservation of the products.

9. AGEN 243- Thermal Properties of Agricultural Products

Thermal conductivity, diffusivity, specific heat and unit surface conductance; methods of determining thermal properties; heat transfer models and applications; cooling and freezing of agricultural products.

Prerequisite: AE161- Crop Processing

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

Credit: 3 units

**Justification:** This course will teach the students the skills on how the different thermal properties of agricultural products are determined including the methods which are very important in designing dryers, heating and cooling systems, and standardizing agricultural processes involving thermal properties of agricultural products.

10. AGEN 244- Drying and Storage of Agricultural Products

Measurement and modelling of sorption isotherm; design and evaluation of drying systems; modelling and computer simulations of drying and storage processes of agricultural products.

Prerequisite: AGEN 241- Physical Properties of Agricultural Products & AGEN 243- Thermal Properties of Agricultural Products

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

Credit: 3 units

**Justification:** This course will impart to the students how to scientifically design drying and storage facilities, simulate drying and storage characteristics, and determine the optimal drying and storage conditions to maintain or improve product quality and meet international standards to be competitive in the world market.



1  
2  
3 **11. AGEN 246- Postharvest Engineering for Agricultural Products**

4 Postharvest operations and equipment for different agricultural products; system design and cost  
5 analysis; application of bioengineering principles as a component in the processing of agricultural  
6 products.

7  
8 Prerequisite: AGEN 241- Physical Properties of Agricultural Products AGEN 243- Thermal  
9 Properties of Agricultural Products

10 5 hrs a week (2 lec., 3 lab)

11 Credit: 3 units

12  
13 **Justification:** This course will provide the students new engineering technologies in postharvest  
14 operations for grains and cereals, oil seeds, beverages, medicinal plants, fruits  
15 and vegetables, and related crops. It will also provide the students a working  
16 knowledge on system structures and design for improvement and preservation  
17 of product quality.  
18

19 **12. AGEN 251- Renewable Energy I**

20 Renewable energy sources, mapping and evaluation for potential use; operating principles of  
21 renewable energy installations; applications of renewable energy.  
22

23 Prerequisite: COI

24 3 hrs. a week (lec)

25 Credit: 3 units

26  
27 **Justification:** This subject will enable the students to appreciate the role of renewable energy  
28 to rural and urban development, gain working knowledge on the operating  
29 principles of renewable energy installations and their applications to agricultural  
30 and industrial activities.  
31

32 **13. AGEN 252 - Renewable Energy II**

33 Design of thermo-chemical-, biochemical-, wind- and hydro-power systems; solar energy  
34 collection, storage and utilization; design and evaluation of renewable energy powered postharvest  
35 systems.  
36

37 Prerequisite: AGEN 251- Renewable Energy I

38 5 hrs. a week ( 2 lec., 3 lab.)

39 Credit: 3 units

40  
41 **Justification:** In this course, the students will be provided with working knowledge on designing,  
42 evaluation and proper utilization of renewable energy as viable source for  
43 operating small and medium agro-industrial ventures.  
44  
45

1 **14. AGEN 253 - Energy Economics and Systems Modelling**

2 Economics of energy, systems theory and application of modelling and simulation  
3 energy systems design: optimization and multiple criteria evaluation and analysis

4  
5 Prerequisite: AGEN 252- Renewable Energy II

6 5 hrs. a week ( 2 lec., 3 lab.)

7 Credit: 3 units

8  
9 **Justification:** This course will provide the students working knowledge on the a  
10 modelling and simulation techniques in optimizing energy systems  
11 multiple criteria approaches as applied to postharvest operations.  
12

13 **15. AGEN 261- Hydrology**

14 Geomorphology of river basins; processes and measurement/estimation of differ  
15 components; analysis of hydrologic events; flood routing; groundwater; aquifer ch  
16 and safe yields; and water quality.

17  
18 Prerequisite: AE 155- Hydrometeorology

19 5 hrs a week (2 lec, 3 lab)

20 Credit: 3 units

21  
22 **Justification:** This course will provide the students a working knowledge on the  
23 estimation of water and its movement in the atmosphere. on th  
24 below the ground surface. Aquifer safe yields and pollution are in  
25 to be included to maintain the ecological balance of water in the  
26

27 **16. AGEN 262- Land and Water Resources Development**

28 Land and water resources planning and development: soil and water conservatio

29  
30 Prerequisite: AE 157- Water Management Eng'g.

31 3 hrs. a week (lec)

32 Credit 3 units

33  
34 **Justification:** This course will provide the students with fundamental knowledge  
35 harnessing available water resources with ecological consideration  
36 agricultural and industrial use.  
37

38 **17. AGEN 263- Channel Hydraulics**

39 Flow and design of closed and open channel with consideration on cavitation, s  
40 dissipation and back-water effects.

41  
42 Prerequisite: AE 134- Fluid Mechanics

43 5 hrs a week (2 lec, 3 lab)

44 Credit: 3 units



**Justification:** This course will enable the students to apply the principles of hydraulics in the design of closed and open channels considering cavitation, energy dissipation, effects of back water.

**18. AGEN 264- Design of Irrigation System and Management**

Irrigation practices with emphasis on the uplands; planning, design, installation, operation and maintenance with economic analysis on different methods of irrigation and pumping systems.

**Prerequisite:** AE 157 – Water Management Eng'g.

5 hrs a week (2 lec, 3 Lab)

**Credit:** 3 units

**Justification:** This course will provide the students with working knowledge on the proper application of irrigation principles and practices with economic and ecological considerations in planning, designing, installation, operation, and maintenance of irrigation system.

**19. AGEN 265- Land Drainage and Flood Control**

Soil water dynamics; rainfall-runoff relations; planning, design and management of drainage and flood control system on the watershed scale.

**Prerequisite:** AE 158- Soil and Water Conservation Engineering

5 hrs a week (2 lec, 3 lab)

**Credit:** 3 units

**Justification:** This course will enable students to plan and design flood control structures and drainage systems to protect agricultural crops, animals, properties and human beings against flood.

**20. AGEN 273- Soil Engineering**

Soil formation and composition; engineering properties and behavior of soils including theories for evaluating soil action under loads and deformation; methods of subsurface exploration.

**Prerequisite:** SS 22- Fundamentals of Soil Science

3 hrs a week

**Credit:** 3 units

**Justification:** An important component in the design of all on-land structures is the strength and stability of the soil foundation in which the structure rests on. Thus, this course will provide students knowledge on soil engineering which is a prerequisite requirement for any system design involving soil strength and foundation.

- 1  
2 21. AGEN 274-Headworks and Water Control Structures  
3 Hydraulics and design of headworks, diversion structures, dams, and downst  
4 and measuring structures; construction method.  
5  
6 Prerequisite: AGEN 273- Soil Engineering and AE 134- Fluid Mechanics  
7 5 hrs a week (2 lec, 3 lab)  
8 Credit: 3 units  
9  
10 Justification: This course will enable students to know how to design he  
11 control structures based on economic principles.  
12  
13 22. MATH 211- Numerical Methods in Engineering  
14 Computer arithmetic and computational error; numerical quadrature; solution  
15 and differential equations; optimization and non-linear least squares.  
16  
17 Prerequisite: Math 114- Calc. III & Differential Equations  
18 3 hrs. a week (lec)  
19 Credit: 3 units  
20  
21 Justification: This course will provide the students working knowledge a  
22 to solve optimization problems in engineering designs and  
23 computer simulation programs.  
24  
25 23. COSC 211- Computer Applications in Engineering  
26 Geographic Information Systems (GIS), computer simulation, and their appl  
27 systems.  
28  
29 Prerequisite: CS 134- Computer Programming  
30 5 hrs a week (2 lec, 3 lab)  
31 Credit: 3 units  
32  
33 Justification: This course will enable the student to know how to pro  
34 information through the GIS for planning and decision ma  
35 applications that the GIS can offer. The student also  
36 opportunity not only to be familiar with the application  
37 models for agricultural use but also to know how to  
38 systems.  
39  
40 24. AGEN 291- Special Topics  
41 Topics of current interests in agricultural engineering.  
42  
43 Prerequisite: COI  
44 Credit: 1-3 units  
45



- 1  
2 25. AGEN 297- Graduate Colloquium  
3     Residency and other requirements of graduate students.  
4

- 5 26. AGEN 299- Graduate Seminar

6     Credit: 1 unit

- 7  
8 27. AGEN 300- MS Thesis

9     Credit: 6 units

10  
11 **VII. GRADUATE COURSES ANALYSIS**

12 **REQUIRED COURSES**

- 13 AGEN 205- Instrumentation for Engineering Research

- 14 STAT 205- Statistical Methods in Physical Sciences

15  
16 **AGRICULTURAL POWER AND MACHINERY**

- 17 AGEN 221- Agricultural Machinery Systems and Management

- 18 AGEN 223- Agricultural Machinery Design and Evaluation

- 19 AGEN 224- Engineering Similitude

- 20 AGEN 232- Tillage and Soil Dynamics

- 21 AGEN 234- Expert systems in Agriculture

22  
23 **POSTHARVEST AND ENERGY TECHNOLOGY**

- 24 AGEN 241- Physical Properties of Agricultural Products

- 25 AGEN 243- Thermal Properties of Agricultural Products

- 26 AGEN 244- Drying and Storage of Agricultural Products

- 27 AGEN 246- Postharvest Engineering for Agricultural Products

- 28 AGEN 251- Renewable Energy I

- 29 AGEN 252- Renewable Energy II

- 30 AGEN 253- Energy Economics and Systems Modelling

31  
32 **WATER RESOURCES ENGINEERING**

- 33 AGEN 261- Hydrology

- 34 AGEN 262- Land and Water Resources Development

- 35 AGEN 263- Channel Hydraulics

- 36 AGEN 264- Design of Irrigation Systems and Management

- 37 AGEN 265- Land Drainage and Flood Control

- 38 AGEN 273- Soil Engineering

- 39 AGEN 274- Headworks and Water Control Structures

40  
41 **OTHERS**

- 42 MATH 211- Numerical Methods in Engineering

- 43 COSC 211 - Computer Applications in Engineering

- 44 AGEN 291- Special topics

- 1 AGEN 297 - Graduate Colloquium
- 2 AGEN 299- Graduate Seminar
- 3 AGEN 300 - MS Thesis
- 4
- 5 **POSSIBLE COGNATES**
- 6 Food Science & Food Technology
- 7 Forestry
- 8 Horticulture
- 9 Plant Pathology
- 10 Soil Science
- 11



# VIII. COMPARISON OF UNDERGRADUATE AND GRADUATE ENGINEERING COURSES

## UNDERGRADUATE COURSES

AE 154 Electronics and Instrumentation-  
Electrical circuits and analysis of  
electronics devices and application.;  
measurement techniques and  
improvisation of devices.

No Counterpart

AE 162 Agricultural Machinery and  
Equipment- Construction, power  
requirement efficiency, maintenance and  
selection of tillage equipment, seeding and  
harvesting machines; Design of simple  
farm tools, process design and evaluation.

AE 153 Machinery Design- Principles of  
designing of machine elements and  
machinery; modern machine tools.

No Counterpart

No Counterpart

## GRADUATE COURSES

AGEN 205 Instrumentation for Eng'g Res.-  
Mechanical, analog and digital instruments  
and controls; techniques of measuring  
physical parameters; computer data  
acquisition techniques.

STAT 206 Statistical Methods in Physical  
Sciences- Probability distribution  
functions, experimental designs, regression  
and correlation analyses and their  
applications in physical sciences.

AGEN 221 Agricultural Machinery  
Systems and Management- Agricultural  
machinery system; planning and  
management of human, animal, and  
mechanical power for farming operations;  
selection, evaluation and transfer of  
appropriate mechanization technology.

AGEN 223 Agricultural Machinery Design  
and Evaluation - Optimization techniques  
in designing, fabrication and improvement  
of agricultural machinery; testing and  
evaluation of agricultural equipment.

AGEN 224 Engineering Similitude-  
Principles and application to design  
modelling, testing and evaluation of  
engineering models.

AGEN 232 Tillage and Soil Dynamics -  
Physical and dynamic properties of soil  
related to action of tillage tools, tractive  
vehicles and plant growth and  
development; soil strength parameters,  
mechanics of tillage implements, causes  
and effects of soil compaction.

1	No Counterpart	46	AGEN 234 Expert System
2		47	– Principles, application
3		48	based programming to
4		49	agriculture; use of comp
5		50	expert systems applicatio
6		51	
7	No Counterpart	52	AGEN 241- Physical
8		53	Agricultural Products-
9		54	hydro-dynamic chara
10		55	rheological properties
11		56	products and their measu
12		57	characteristics and mecha
13		58	
14	No Counterpart	59	AGEN 243 Thermal P
15		60	Agricultural Product
16		61	conductivity, diffusivity,
17		62	unit surface conductanc
18		63	and methods of deter
19		64	properties: heat transf
20		65	applications to heating
21		66	freezing of agricultural p
22		67	
23	AE 161 Crop Processing- Drying and	68	AGEN 244 Drying and
24	storage of farm products; design,	69	Agricultural Products-
25	operation and maintenance of	70	modelling of sorption iso
26	processing equipment.	71	and evaluation of dryin
27		72	systems; modelling
28		73	simulations of drying and
29		74	of agricultural products.
30		75	
31	AE 161 Crop Processing- Drying and	76	AGEN 246 Postharvest E
32	storage of farm products; design, operation	77	Agricultural Product
33	and maintenance of processing equipment.	78	operations and equipme
34		79	agricultural products; sy
35		80	cost analysis; application
36		81	principles as a component
37		82	of agricultural products.
38		83	
39	No Counterpart	84	AGEN 251 Renewab
40		85	Renewable energy sourc
41		86	evaluation for potential
42		87	principles of renewable en
43		88	applications of renewable
44		89	
45		90	
		91	



1 No Counterpart

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9 No Counterpart

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16 AE 155 Hydrometeorology- Climatic  
17 elements, analysis of rainfall, infiltration,  
18 evaporation, transpiration, runoff; elements  
19 of groundwater hydrology.

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24 AE 157 Water Management Engineering-  
25 Basic soil-water-plant relationships; water  
26 flow measurements; planning design,  
27 construction, maintenance of pumping and  
28 gravity types of irrigation and drainage  
29 systems and their water control facilities;  
30 administrative and legal aspects of water  
31 use and disposal.

32

33 No counterpart

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38 AE 157 Water Management  
39 Engineering- (See description above)

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47 AGEN 252 Renewable Energy II - Design  
48 of thermo-chemical-, biochemical-, wind-  
49 and hydro-power systems; solar energy  
50 collection, storage and utilization; design  
51 and evaluation of renewable energy  
52 powered postharvest systems.

53

54

55 AGEN 253 Energy Economics and Systems  
56 Modelling - Economics of energy; systems  
57 theory and application of modelling and  
58 simulation techniques in energy system  
59 design; optimization and multiple criteria  
60 evaluation and analysis

61

62 AGEN 261 Hydrology- Geomorphology of  
63 river basins; processes and measurement/  
64 estimation of different hydrologic  
65 components; analysis of hydrologic events;  
66 flood routing, groundwater; aquifer  
67 characterization and safe yields; and water  
68 quality.

69

70 AGEN 262 Land and Water Resources  
71 Development- Water resources planning  
72 and development; soil and water  
73 conservation techniques.

74

75

76

77

78

79 AGEN 263 Channel Hydraulics- Flow and  
80 design of closed and open channel with  
81 consideration on cavitation, energy  
82 dissipation, back-water effects.

83

84 AGEN 264 Design and Management of  
85 Irrigation System - Irrigation practices  
86 with emphasis on the uplands; planning,  
87 design, installation, operation and  
88 maintenance with economic analysis of  
89 different methods of irrigation and  
90 pumping systems.

91

92

1	AE 157 Water Management Engineering-	47	AGEN 265 Land Drainage
2	Basic soil-water-plant relationships; water	48	Control - Soil water dynamics
3	flow measurements; planning design,	49	runoff relations; planning
4	construction, maintenance of pumping and	50	management of drainage
5	gravity types of irrigation and drainage	51	system on the watershed
6	systems and their water control facilities;	52	
7	administrative and legal aspects of water	53	
8	use and disposal.	54	
9		55	
10	No Counterpart	56	AGEN 273 Soil Engineering
11		57	and composition; engineering
12		58	and behavior of soils including
13		59	evaluating soil action and
14		60	deformation; methods of
15		61	exploration.
16		62	
17	No Counterpart	63	AGEN 274 Headworks and
18		64	Structures-- Hydraulic
19		65	headworks, diversion structures
20		66	downstream water control
21		67	structures; construction methods
22		68	
23	No Counterpart	69	MATH 211 Numerical
24		70	Engineering - Computational
25		71	computational error; numerical
26		72	solution to linear,
27		73	differential equations.;
28		74	non-linear least squares.
29		75	
30	No Counterpart	76	COSC 211 Computer
31		77	Engineering- Geographical
32		78	Systems, computer simulation
33		79	application to agriculture
34		80	
35	No Counterpart	81	AGEN 291 Special Topics
36		82	current interests in agriculture
37		83	
38		84	AGEN 297 Graduate College
39		85	Residency and other
40		86	graduate students.
41		87	
42	AE 199 Undergraduate seminar	88	AGEN 299 Graduate
43		89	Presentation of papers and
44		90	present work by students
45	AE 200 Undergraduate Thesis	91	
46		92	AGEN 300 Graduate Thesis



## IX. NUMBERING SCHEME

AGEN 205- 219 -----	Required Courses
AGEN 221- 239 -----	Agricultural Power and Machinery
AGEN 241- 259 -----	Postharvest and Energy Technology
AGEN 261- 279 -----	Water Resources Engineering
AGEN 291 -----	Special Topics
AGEN 297 -----	Graduate Colloquium
AGEN 299 -----	Graduate Seminar
AGEN 300 -----	Graduate Thesis

Note: Odd numbers are first semester, while even numbers are second semester offering.

## X. FACULTY PROFILE

Faculty	Specialization	Courses to Handle
<u>Agricultural Power and Machinery</u>		
1. Garcia, Pastor	Ph.D. in Bio-resources Exploration Major: Power and Energy	AGEN 234, AGEN 235 AGEN 290, AGEN 291 COSC 211, AGEN 300
2. Loreto, Alan B.*	MS in Ag. Engineering Major: Agricultural Machinery	AGEN 224, AGEN 232 AGEN 290, AGEN 291 AGEN 300
3. Loreto, Manolo B.*	MS in Ag. Engineering Major: Waste Mgt/Ag. Machinery	AGEN 221, AGEN 223, AGEN 290, AGEN 291 AGEN 300
4. Sudaria, E.E.	M.S. Agricultural Engineering Major: Agricultural Machinery	AGEN 221, AGEN 232 AGEN 290, AGEN 291 AGEN 300
<u>Postharvest and Energy Technology</u>		
1. Amestoso, Felix	Ph.D. Food Science and Tech. Major: Food Engineering	AGEN 243, AGEN 290 AGEN 291, AGEN 300
2. De Pedro, R. C. Jr.	M.S. in Ag. Engineering Major: Crop Processing	AGEN 241, AGEN 243 AGEN 291, AGEN 300
3. Diamante, Lemuel	Ph.D in Food Science and Tech. Major: Food Engineering	AGEN 243, AGEN 290 AGEN 291, AGEN 300

1	4. Gnarte, Roberto C.	D. in Agricultural Science	AGEN
2		Major: Postharvest and Energy	MATH
3		Technology	AGEN
4			
5	5. Orias, Ramon*	MS in Ag. Engineering	AGEN
6		Major: Energy Engineering	AGEN
7			
8	7. Tan, Daniel	D. in Agricultural Science	AGEN
9		Major: Bio-Resources Tech	AGEN
10		Crop Processing	AGEN
11			
12	<u>Soil and water Engineering</u>		
13	1. Escalante, Margarito	Ph.D. in Ag Engineering	AGEN
14		Major: Soil and Water	AGEN
15			
16	2. Galinato, Gregorio Jr.	Ph.D. in Ag. Engineering	AGEN
17		Major: Soil and Water	AGEN
18			AGEN
19	3. Loreto, Epifania G.	Master in Engineering	AGEN
20		Major: Soil Engineering	AGEN
21			
22	4. Presbitero, Alan L.*	Master in Engineering	AGEN
23		Major: Soil and Water Resources	AGEN
24			
25	<u>Other Subjects</u>		
26	1. Patindol, Remberto*	MS in Statistics	STAT
27			
28	2. Presbitero, Lydia*	MS in Statistics	STAT
29			
30	3. Rosillo, Jimmy R.	Ph.D. in Science Education	AGE
31		Major: Physics	
32			
33	4. Tabada, Winston T.*	Master of Applied Science	COS
34		Major: Computer Studies	
35			
36	5. Casangcapan, Manuel	Master of Applied Science	AGE
37		Major: Farm Machinery/Irrigation	
38			
39	6. Sinon, Feliciano	Master of Applied Science	AGE
40		Major: Rural Technology	
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\* PhD Candidate



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XI. FACILITIES

A. Instruction and Research Laboratories

- 1. Agricultural Machinery Laboratory
- 2. Postharvest Laboratory
- 3. Soil and Water Laboratory
- 4. Agricultural Structure Laboratory
- 5. Computer Rooms
- 6. Instrumentation Laboratory
- 7. Engineering Workshop
- 8. Nonconventional Energy Demonstration Park
- 9. Soil Erosion Plots
- 10. Crop Production Laboratory Area

B. Other Facilities

- 1. Physics laboratory
- 2. Lecture Rooms
- 3. Audio Visual Room
- 4. Reading Room and Library
- 5. Service Vehicle
- 6. Tractor and Other Farm Implements
- 7. Academic and Administrative Staff Offices

## **PROPOSAL TO OFFER FORESTRY AS A MAJOR FIELD UNDER THE MASTER OF SCIENCE PROGRAM IN VISCA**

### **1. RATIONALE**

The Visayas State College of Agriculture (VISCA) plays a key role in the promotion of quality forestry education in the Visayas, focusing on the acceleration of the much needed re-orientation towards sustainable forest management. In the national as well as global forestry scenario, new concerns and interests focus on the social dimension of forestry and biodiversity conservation which are considered as the two most vital prerequisites for sustainable forest development and management. Considering these new trends, there is a dire need to produce new breeds of professionals with advanced knowledge and skills in forest management and conservation.

The Department of Forestry (DOF) at VISCA has been offering the Bachelor of Science in Forestry (BSF) since 1976. As of April 2000, the department had already produced 583 graduates, nine of whom were topnotchers in the Forestry Licensure Examination. The College average passing percentage for the period 1995-2000 was 65.45, way above the national passing of 41.34 percent. Due to the excellent performance of its graduates, VISCA has been recognized as one of the five best forestry schools in the country since 1995 and only recently as Center of Excellence in forestry education in the Visayas. For 25 years of its existence as one of the academic units of VISCA, DOF has developed both its faculty and facilities. Having a pool of qualified and well-trained faculty and staff and sufficient facilities, DOF is now prepared to offer advanced courses in forestry.

Recent survey conducted by the department in the Visayas revealed that there is a great demand from the graduates of VISCA and other forestry schools for VISCA to offer a Master's degree program in Forestry. Almost 50 percent of the



1 identified forestry graduates in the Visayas alone prefer to take up advanced  
2 in forestry at VISCA due to its well-trained and highly qualified staff, s  
3 facilities, accessibility, and very affordable standard of living. Furtherm  
4 forestry school in the Visayas offers a Master's degree in Forestry.

5 The Department of Forestry is then proposing to offer forestry as a ma  
6 under the Master of Science program of VISCA. It is expected that the g  
7 degree program will be able to produce high caliber forestry graduate  
8 advanced knowledge and skills, who can effectively and competently  
9 leadership in forestry, agroforestry, environmental management and the whole  
10 of activities for sustainable forest management and conservation.

## 11 **2. OBJECTIVES**

### 12 **2.1 General Objective**

13 To produce graduates highly competent in instruction, resea  
14 extension as well as in planning, analysis and implementation of fore  
15 forestry-related programs.

### 16 **2.2 Specific Objectives**

- 17 1. To produce highly competent teachers, researchers and extensio  
18 agencies engaged in forestry and forestry-related activities in the  
19 , and Mindanao.
- 20 2. To produce managers who can ably conceptualize, design, implem  
21 direct programs in forest and environmental management.
- 22 3. To open opportunities for professional growth to graduates in for  
23 forestry-related curricula in the Visayas and Mindanao.

## 24 **3. TARGET CLIENTELE**

### 25 **3.1 Academic and Research Institutions**

1. Instructors of Colleges and Universities

2. Researchers

3. Extension Workers

### 3.2 Government Agencies, NGOs, LGUs and Private Agencies

The target clientele of the program are the technical and managerial staff of the following institutions:

1. Department of Environment and Natural Resources

2. NGOs involved in forest management and conservation

3. Upland Development Institutions

4. Philippine National Oil Company

5. National Power Corporation

6. National Irrigation Administration

7. Department of Tourism

8. Local Government Units

9. Forest-based Industries

## 4. GRADUATE PROFILE

### 4.1 Cognitive

1. Analyze research need and formulate research and development agenda based on recent trends and future requirements.

2. Acquire advanced knowledge and skills in developing appropriate strategies or innovations for the advancement of forestry and environmental concerns.

### 4.2 Affective

1. Develop a sense of self-confidence and responsibility in asserting that foresters have a vital role to play in the pursuit of sustainable forest management.



- 1                   2. Appreciate the importance of nature conservation, environmental  
2                   and social equity in forest management and protection.
- 3                   3. Develop interest in forest development and conservation in making  
4                   competitively productive and significant contributor to national development.
- 5           4.3 Psychomotor
- 6                   1. Design and implement research and development plans in forest  
7                   environmental management.
- 8                   2. Promote adoption of economically and ecologically sustainable  
9                   resource management strategies.

## 10   5.   ADMISSION REQUIREMENTS

11                   The program will adhere to the Code of the Graduate School.

12                   Students will be evaluated by the Graduate Admission Committee of the College  
13                   of Forestry based on the following criteria: scholastic performance, academic  
14                   background, work experience, growth potential and plans for the future.  
15                   admission may depend on availability of the professor/s having authority in the  
16                   desired field of specialization. Graduates in agroforestry and other related fields  
17                   also be admitted.

## 18   6.   COURSE REQUIREMENTS

NUMBER OF UNITS REQUIRED	
Total minimum course work	37
Major Courses	15*
Minor Course	9
Required Courses	6
Thesis	6
Graduate Seminar	1

19                   \*6 units may be in the field deemed appropriate by the adviser.

## 7. COURSES FOR INSTITUTION

### FORY 205 – ECOSYSTEM STRUCTURE AND DYNAMICS

Components, structure and functioning of ecosystems; nutrient cycling; energy budget; environmental balance; global biophysical systems.

Pre-requisite: Ecol 21 (Fundamentals of Ecology) or its equivalent

5 hrs/wk (2 hours lec; 3 hours lab)

Credit: 3.0 units

#### Rationale:

The course is designed to improve the understanding on the functioning of ecosystems, how it can be affected by human activities and how it may react to various perturbations. These are important in packaging development technologies with due regard on nature conservation.

### FORY 206 – SYSTEMS ANALYSIS IN FORESTRY

Procedures in systems analysis; quantitative approach in decision-making

Pre-requisite: Math 101 (Elementary Calculus)

5 hrs/wk (2 hours lec; 3 hours lab)

Credit: 3.0 units

#### Rationale:

The course will strengthen the students' knowledge in systems analysis as a tool in decision making and assess alternative programs. The quantitative approach of operations research allows consideration of large amount of data in decision models.



1           FOR Y 211 – VEGETATION DYNAMICS

2                   Vegetation development processes; plant succession, ve  
3                   terrestrial ecosystems.

4                   Pre-requisite: FOR 122 (Forest and Grassland Ecology)

5                   5 hrs/ wk (2 hours lec; 3 hours lab)

6                   Credit: 3.0 units

7           Rationale:

8                   This course addresses the mechanisms of plants to survive and  
9                   processes involved in the development of vegetation. The knowledge  
10                  formulating ecosystem restoration strategies and prediction of the future  
11                  vegetation development.

12          FOR Y 222 –PHYTOSOCIOLOGY

13                  Geobotany; plant communities, their interaction and applica

14                  Pre-requisite: FOR Y 211 (Vegetation Dynamics)

15                  5 hrs/wk (2 hours lec; 3 hours lab)

16                  Credit: 3.0 units

17          Rationale:

18                  The course enhances the capability of students in assessing s  
19                  through site indicators and in supervising activities in vegetation classifi  
20                  mapping. This is important in designing planting patterns in diverse  
21                  habitats in a landscape. The course will also help the students in unders  
22                  ecological meaning of plant communities in relation to vegetation c  
23                  biodiversity loss and alarm mechanism for detecting environmental deterio

#### **FORY 224 – ENVIRONMENTAL IMPACT ASSESSMENT**

Environmental laws, procedures of environmental impact assessment;  
biophysical and social aspects.

Pre-requisite: Consent of Instructor

5 hrs/wk (2 hours lec; 3 hours lab)

Credit: 3.0 units

##### **Rationale:**

The increasing economic activity, the consequent pressures to environmental resources, and the constitutional mandate and commitments signed by the Philippine government at international fora for the protection of the environment have made the conduct of environmental impact assessment (EIA) an instrument in safeguarding environmental balance in the face of development projects. The course, in combination with other courses would provide students expertise to conduct EIA studies

#### **FORY 225 – INSTITUTIONS AND THE ENVIRONMENT**

Human resources interaction; design and analysis of environmental  
and resource policies and programs.

Prerequisite: Consent of Instructor

3 hours lec/wk

Credit: 3 units

##### **Rationale:**

Designing environmental policies and programs, and formulating appropriate research methodologies to address environmental problems need in-depth understanding of societal issues that are relevant to environmental management.



1            FORY 227 – LANDSCAPE ECOLOGY

2                            Analysis of interaction among natural and cultural ecosy  
3                            landscape level.

4                            Prerequisite: ECOL 21 (Fundamentals of Ecology) or its equ

5                            5 hrs/wk (2 hours lec; 3 hours lab)

6                            Credit: 3.0 units

7            Rationale:

8                            Knowledge in landscape ecology is useful in resource alloc  
9                            management that consider both nature conservation and economic de  
10                            activities. The course will enable students to strengthen their capability to  
11                            effective land use plans for sustainable management and protection of water

12           FORY 229 - FOREST BIODIVERSITY ASSESSMENT AND CONSERVATION

13                            Features and measures of forest biodiversity; national a  
14                            programs on biodiversity conservation.

15                            Pre-requisite: FOR 143 (Introduction to Forest Env  
16                            Management) or its equivalent

17                            3 hours lec/week

18                            Credit: 3.0 units

19            Rationale:

20                            The course will update the students on current trends and  
21                            biodiversity conservation. It will also enhance their knowledge on the f  
22                            biodiversity and the possible alternative actions for its conservation. The st  
23                            improve their capability to assess biodiversity status, and formulate and  
24                            biodiversity conservation programs.

#### **FORY 231 – FOREST SEED TECHNOLOGY**

Physiology, processing and germination of forest tree seeds.

Prerequisites: FOR 131 (Silviculture I)

5 hrs. / wk (2 hours lec; 3 hours lab)

Credit: 3.0 units

##### **Rationale:**

This course will enable the student to have a more in-depth understanding of the nature of forest tree seeds, and the knowledge by which handling, storage and germination can be improved for quality seedling production.

#### **FORY 232 – FOREST TREE NUTRITION.**

Trends and issues on growth and nutrition of trees in established plantations.

Pre-requisite: FOR 124 (Tree Physiology)

5 hrs/wk (2 hours lec; 3 hours lab)

Credit: 3.0 units

##### **Rationale:**

Knowledge on the nutrition of forest trees will help strengthen students' knowledge and ability in making decisions when conducting tree plantation establishment and management activity in reforestation.

#### **FORY 234 – FOREST NURSERY MANAGEMENT**

Advances in forest nursery management.

Prerequisites: FOR 131 (Silviculture I)

5 hours /wk (2 hours lec; 3 hours lab)

Credit: 3.0 units



1 Rationale:

2 This course will provide students opportunity to learn new develop  
3 planting stock production in forestry and skills in making seedling production  
4 efficient and cost-effective.

5 FORY 236 – PROJECT DEVELOPMENT AND MANAGEMENT  
6 FORESTRY.

7 Project planning, formulation, monitoring and evaluation of  
8 agroforestry.

9 Prerequisite: FOR 134 (Agroforestry Systems)

10 5 hrs/wk (2 hours lec; 3 hours lab)

11 Credit: 3.0 units

12 Rationale:

13 Exposure of students to problem analysis and assessment of  
14 projects are necessary for planning, development and implementation of  
15 projects responsive to the needs of rural people especially the forest occupiers.

16 FORY 238 –FORESTRY MICRO-ECONOMICS

17 Application of marginal analysis in forest production.

18 Prerequisites: FOR 146 (Forestry Economics)

19 3 hours lec/week

20 Credit: 3.0 units

21 Rationale:

22 Forest production is a unique production venture that entails examination of  
23 the interplay of economic factors that determine the product or group of products  
24 a particular forest should produce over a given time. The peculiarities of forest  
25 production require the application of micro-analytical approach to cost-benefit analysis.

appropriate decisions in relation to the use of forest as a resource and the corresponding products produced.

#### FORY 269 – FOREST WILDLIFE

Forest and range wildlife management; analysis and interaction with forest formations.

Prerequisite: Consent of Instructor

5 hrs/wk (2 hours lec; 3 hours lab)

Credit: 3.0 units

#### Rationale:

Wildlife as a component of forest plant communities plays an important role in sustainable forest development by disseminating seeds and plant parts and creating distinct and diverse habitats. With this knowledge, students can better analyze and implement forest conservation strategies.

#### FORY 282 – ADVANCED GRASSLAND ECOLOGY

Recent developments in management of grasslands; updates on research problems and prospects in tropical grassland ecosystem.

Pre-requisite: FOR 122 (Forest and Grassland Ecology) or its equivalent

5 hrs/wk (2 hours lec; 3 hours lab)

Credit: 3.0 units

#### Rationale:

The increase in area of grassland has made it one of the major ecosystems in the tropics. Its ecology remains poorly understood that massive restoration efforts mostly have failed. Improved understanding of grassland dynamics would lead to the formulation of more effective strategies in the restoration of grasslands.



1           FORY 283 – ADVANCED SILVICULTURE

2                       Advances in stand improvement and regeneration methods in  
3                       forests.

4                       Prerequisite: FOR 132 (Silviculture II)

5                       5 hrs / wk (2 hours lecture, 3 hours lab.)

6                       Credit: 3.0 units

7           Rationale:

8                       Recent developments in reforestation call for a new breed of research  
9                       course will develop student's skills, understanding and insights on resea  
10                      practices in reforestation.

11          FORY 284 – ADVANCED WATERSHED MANAGEMENT

12                      Analysis of forest and other land use in relation to the quantity  
13                      and distribution of water in watershed.

14                      Pre-requisites: FOR 144 (Watershed Management)

15                      3 hours lecture per week

16                      Credit: 3.0 units

17          Rationale:

18                      Land-use systems directly affect water availability in a given watershed  
19                      therefore, necessary to fully understand the interactions between land-use  
20                      and other human activities and water availability. This course will equip stud  
21                      an in-depth knowledge on the hydrologic processes of a given watershed  
22                      to the water volume, distribution and safety as influenced by forest and other  
23                      practices, thereby enhancing their capability to formulate management so  
24                      improve water yield

#### **FOR 285 – ADVANCED FOREST MANAGEMENT**

Analysis of the socio-economic and technical aspects of forest organization, regulation and management.

Prerequisites: FOR 145 (Timber Management)

5 hrs/wk (2 hours lec; 3 hours lab)

Credit: 3.0 units

#### **Rationale:**

This course will enable students to acquire advanced knowledge on the technical, social and economic aspects of forest management. It will also provide students with full understanding of the importance of people's participation in sustainable forest management and conservation.

#### **FOR 291 – Special Topics**

Credit: 1-3 units

#### **FOR 299 – Graduate Seminar**

Credit: 1 unit

#### **FOR 300 – Master's Thesis**

Credit: 6 units

### **8. LIST OF COURSES**

FOR 205 – Ecosystems Structure and Dynamics

FOR 206 – Systems Analysis in Forestry

FOR 211 – Vegetation Dynamics

FOR 222 – Phytosociology

FOR 224 – Environmental Impact Assessment



- 1        FORY 225 – Institution and the Environment
- 2        FORY 227 – Landscape Ecology
- 3        FORY 229 – Forest Biodiversity Assessment and Conservation
- 4        FORY 231 – Forest Seed Technology
- 5        FORY 232– Forest Tree Nutrition
- 6        FORY 234 – Forest Nursery Management
- 7        FORY 236– Project Development and Management in Agroforestry
- 8        FORY 269 – Forest Wildlife
- 9        FORY 282 – Advanced Grassland Ecology
- 10       FORY 283– Advanced Silviculture
- 11       FORY 284 – Advanced Watershed Management
- 12       FORY 285 – Advanced Forest Management
- 13       FORY 238 –Forestry Micro-Economics
- 14       FORY 291 – Special Topics
- 15       FORY 297 – Graduate Colloquium
- 16       FORY 299 – Graduate Seminar
- 17       FORY 300 – Master's Thesis
- 18       OTHER COURSES:
- 19       AGRO 212 – Field Crop Production and Management
- 20       HORT 210 – Plantation Crop Production and Management
- 21       PPRT 206 – Integrated Pest Management

Comparison of related undergraduate and graduate courses.

BSF COURSES	PROPOSED GRADUATE COURSES
ECOL 21: FUNDAMENTALS OF ECOLOGY - Basic principles and concept of ecology.	FORY 205: ECOSYSTEM STRUCTURE AND DYNAMICS - Components, structure and functioning of ecosystems; nutrient cycling; energy budget; environmental balance; global biophysical systems.
No counterpart	FORY 206: SYSTEMS ANALYSIS - Procedures in systems analysis; quantitative approach in decision-making.
No counterpart	FORY 211: VEGETATION DYNAMICS - Vegetation development processes; plant succession, vegetation dynamics in terrestrial ecosystems.  FORY 206: PHYTOSOCIOLOGY - Geobotany; plant communities, their interactions and application.
FOR 122: FOREST AND GRASSLAND ECOLOGY - Structural and functional organization of tropical forest and grassland ecosystem; interactions of soil, water and biotic influences.	FORY 282: ADVANCED GRASSLAND ECOLOGY - Recent developments in management of grasslands; updates on research problems and prospects in tropical grassland ecosystem.  FORY 224: ENVIRONMENTAL IMPACT ASSESSMENT - Environmental laws; procedures of environmental impact assessment, biophysical and social aspects.
No counterpart	FORY 225: INSTITUTIONS AND THE ENVIRONMENT Human resources interaction; design and analysis of environmental and resource policies and programs.
No counterpart	FORY 227: LANDSCAPE ECOLOGY - Analysis of interaction among natural and artificial ecosystems at landscape level.
FOR 143: INTRODUCTION TO FOREST ENVIRONMENTAL MANAGEMENT - Principles and practices of forest environmental management.	FORY 229: FOREST BIODIVERSITY ASSESSMENT AND CONSERVATION - Features and measures of forest biodiversity; national and global programs on biodiversity conservation.
FOR 131: SILVICULTURE I - Establishment, development and maintenance of forest nurseries and tree plantation including bamboo and rattan.	FORY 234: FOREST NURSERY MANAGEMENT- Advances in forest nursery management.  FORY 230: FOREST SEED TECHNOLOGY - Physiology, processing and germination of forest tree seeds.



FOR 132: SILVICULTURE II – Forest regeneration methods; timber stand improvement and tree selection; prevention and control of damages for forest and plantations.	FORY 283: ADVANCED SILVICULTURE – Advances in stand improvement and regeneration methods in tropical forests.
FOR 134: AGROFORESTRY SYSTEMS – principles and concepts in agroforestry; indigenous and modern agroforestry systems; recent research and development trends in agroforestry	FORY 236: PROJECT DEVELOPMENT AND MANAGEMENT IN AGROFORESTRY – planning, formulation, monitoring and evaluation in agroforestry.
FOR 124: TREE PHYSIOLOGY – Nutrition, growth and reproduction of trees in relation to the environment.	FORY 232: FOREST TREE NUTRITION – Trends and issues on growth and nutrition of trees in established plantations.
FOR 145: TIMBER MANAGEMENT – Determination of rotation, cutting cycles and annual allowable cut; forest organization and management planning; timber harvesting.	FORY 285: ADVANCED FOREST MANAGEMENT – Analysis of the economic and technical aspects of forest organization, regulation and management planning.
No counterpart	FORY 238: FORESTRY MICRO-ECONOMICS – Application of marginal analysis in forestry projects.
No counterpart	FORY 269: FOREST WILDLIFE – Forest range wildlife management; analysis of interaction with forest formations
FOR 144: WATERSHED MANAGEMENT – Study and analysis of the aggregate resources of the watershed and of the hydrologic cycle with reference to the influence of hillyland ecosystem; measurement and control of run-off sedimentation and streamflow; introduction to forest land-use planning.	FORY 284: ADVANCED WATER RESOURCES MANAGEMENT – Analysis of forest land use in relation to the quantity, distribution of water in watershed.
No counterpart	FORY 291: SPECIAL TOPICS.
FOR 199 – UNDERGRADUATE SEMINAR	FORY 299: GRADUATE SEMINAR IN FORESTRY
FOR 200b – UNDERGRADUATE THESIS	FORY 300: MASTER'S THESIS

## 9. RESOURCES

### 9.1 Line-up of Graduate Faculty

NAME	DEGREE/FIELD	COURSE ASSIGNMENT
Bumatay, E. C.	M. S. Forestry Ph. D. Educ. Administration	FORY 232, FORY 234, FORY 300
Mangaoang, E. O.	Ph. D Forestry Forest Res. Mgt./Rural Dev't./ Resource Economics	FORY 285, FORY 238, FORY 263 FORY 236, FORY 284, FORY 206 FORY 300
Napiza, M. D.	M. S. Forestry Silviculture/Forest Pathology	FORY 231, FORY 234, FORY 283, FORY 282
Pasa, A. E.	M. S. Forestry Watershed Mgt./Silviculture	FORY 284, FORY 263 FORY 231, FORY 234
Patindol, T. A. *	M. S. Env'l. Studies Protected Area Mgt./ Social For.	FORY 205, FORY 206, FORY 224, FORY 225, FORY 227, FORY 229 FORY 269, FORY 300
Quimio, J. M.	Dr. Sc. Forestry Habitat and Vegetation Science	FORY 205, FORY 206, FORY 211 FORY 222, FORY 227, FORY 224 FORY 225, FORY 282, FOR 300
<i>Affiliate Staff</i>		
Alkuiño, J. Jr.	Ph. D. Economics	FORY 224, FORY 238
Asio, V. B.	Dr. Sc. Soil Science	FORY 205, FORY 206, FORY 224
Bantugan, S.	Ph. D Animal Science	FORY 282
Batoy, C. B.	Ph. D Biology	FORY 205, FORY 224, FORY 269
Belonias, B. *	M. S. Botany	FORY 224, FORY 229
Bulayog, S.	Ph. D Economics	FORY 286
Dargantes, B. B.	Dr. Sc. Sociology	FORY 205, FORY 224, FORY 225
Escasinas, A.	Ph. D Agronomy	AGRO 212, FORY 236
Fernandez, T.	Ph. D. Veterinary Medicine	FORY 269
Galinato, M.	M. S. Wetland Ecology	FORY 205, FORY 211, FORY 224
Gonzal, L.	Ph. D Plant Physiology	FORY 232
Jansalin, J.O. F. *	M. S Chemistry	FORY 224
Mandras, B.	Ph. D Entomology	PPRT 206
Quimio, C.A	Ph. D Plant Breeding	FORY 232, FORY 231
Quirol, P.	MS Horticulture	HORT 210, FORY 236

\*Ph. D candidate



1	9.2	Facilities and Equipment	
2		I. Existing facilities and equipment.	
3		<u>A. Facilities</u>	<u>Number of Units</u>
4		Faculty Offices	10 rooms
5		Laboratory Offices	4 rooms
6		Audio-Visual Room	1 Room (180 seats capacity)
7		Classrooms	7
8		Laboratory Rooms	7 rooms
9		Forestry Nursery	1 complex
10		Forest Reservation	625 hectares
11		Computer Room	1 room (4 computers)
12		Reading Room	1 room
13		Herbarium	1 room (over 1,500 species)
14		Wood Library	1 room (over 200 species)
15		Arboretum	2 (5 hectares)
16		Agroforestry demo-farm	2 hectares
17		Agroforestry pilot sites	3 sites
18		Experimental forest plantations	12 hectares
19		Germplasm plots	2 sites
20		<u>A. Equipment</u>	
21		slide projector (1)	steel tape (2)
22		overhead projector (1)	compass (6)
23		computer (5)	vernier caliper (2)
24		refrigerator (1)	chainsaw (2)
25		wheel barrow (2)	hypometer (3)
26		microscope (2)	shovel (3)
27		stereoscope (6)	pick mattock (1)
28		drying oven (1)	germination box (75)
29		beam balance (1)	pruning saw (5)
30		mettler balance (1)	soil sterilization vat (1)
31		soil moisture meter (1)	hot plate (1)
32		engineer's level (4)	petri dish (40)
33		polar planimeter (1)	graduated cylinder (2)
34		sling psychrometer (2)	beaker (4)
35		abney hand level (10)	test tubes
36		clinometer (2)	tongs and pipets
37		light meter (1)	ordinary thermometers
38		hand lens (24)	sound system (1)
39		motorcycle (1)	

# Appendix A

## SURVEY ON STUDENT DEMAND BY AGENCY FOR MASTERAL PROGRAM IN FORESTRY IN THE VISAYAS

Nature of Survey:	Survey using structured questionnaire
Offices Surveyed:	DENR key offices / Forestry schools/ NGOs
Estimated Total Number of Foresters in Offices Surveyed	264
Identified Total Number of Foresters Interested in Masteral Program:	129 (48.8%)
Total Number of Foresters Interviewed	54

Type of respondents according to affiliation.

Affiliation	Frequency	Percentage
DENR Regional Office 8	17	31.5
CENRO Tacloban	8	14.8
CENRO Albuera	5	9.3
CENRO Maasin	5	9.3
CENRO San Juan	4	7.4
PENRO Biliran	3	5.6
NGO	7	12.9
Free Lance Forester	4	7.4
DA	1	1.8
Total	54	100.0

Fields of interest of respondents in line with their type of work.\*

Field of Interest	Frequency
Agro / Community Forestry	27
Environmental Science / Management	21
Watershed Management	15
Forest Resources Management	14
Forest Protection / Laws / Legal	10
Social Forestry	5
Administration	5
Ecology / Biodiversity / Wildlife	4
Vegetation Science	4
Silviculture	3
Forest Entomology	2

\*Multiple response

Age class distribution of the respondents.

Age Class	Frequency	Percentage
30 years and below	33	61.1
31-40 years	19	35.2
Above 40 years	2	3.7
Total	54	100.0



## Proposal to Revise the Bachelor of Science in Agricultural Chemistry

### **RATIONALE:**

The existing Bachelor of Science in Agricultural Chemistry (BSAC) curriculum produced its first two graduates in 1986. To date, a total of sixty-one (61) students have completed the degree program. Since then, there have been no major revisions made. The present curriculum is the only four-year BSAC curriculum in existence in the country. But this qualifies our graduates to take the Chemist Licensure Examination. However, problems are sometimes met because of insufficient number of units in the chemistry core courses. The Professional Regulation Commission (PRC) requires at least 10 units in each of the following chemistry fields: General Chemistry, Analytical Chemistry, Organic Chemistry, and Physical Chemistry. Moreover, there should be at least 60 credit in chemistry. The present program satisfies the requirement of 60 total chemistry credit units for the Chemist Licensure Examination. However, the course titles are not very specific to describe the required 10 units each of above core subjects.

In 1997, CHED's Technical Panel for Chemistry drafted the Policies and Standards for BS Chemistry and other chemistry-related curricula to be instituted in all institutions offering chemistry-related programs. This was done to ensure an acceptable standard of Chemistry education in the country. Recommended chemistry courses that conform to the PRC Board of Chemistry requirements are included in the aforementioned Policies and Standards. Furthermore, these concur with CHED Memorandum Number 59, series of 1996 that requires baccalaureate degree programs to adopt the General Education Curriculum (GEC), and the provisions of Republic Act (RA) No. 7722, otherwise known as Education Act of 1994.

Considering the above developments in the chemistry program, the Department of Agricultural Chemistry and Food Science while conforming to the standards set by CHED and the PRC's Board of Chemistry, aims to keep the chemistry degree program still enriched in more relevant agricultural science courses. The proposed BSAC curriculum has the following features:

- a. Chemistry courses with increased number of units
- b. New subjects for institution; some major courses revised/deleted

1  
2  
3 **II. GRADUATE PROFILE**  
4

5 1. Cognitive  
6

- 7 a. Acquire basic knowledge on chemical principles and develop critical  
8 thinking in applying these theories in research, instruction, extension and p  
9 b. Enhance the ability to analyze scientific data and recognize his important ro  
10 c. Integrate acquired knowledge in the sciences and related fields to better ad  
11 needs of humanity.  
12

13 2. Psychomotor  
14

- 15 a. Organize and explain in a systematic and logical manner the knowledge ga  
16 b. Develop skills in conducting chemistry-related experiments.  
17 c. Produce improvised laboratory equipment or alternate experimental proced  
18

19 3. Affective  
20

- 21 a. Appreciate the importance chemistry plays in society and the interrelations  
22 other scientific disciplines.  
23 b. Exercise sound judgment in interpreting chemical phenomena.  
24 c. Show sensitivity to social problems and create the desire to use chemical k  
25 alleviating human problems and misery.  
26

27 **III. EMPLOYMENT OPPORTUNITIES**  
28

29 Laboratory or quality control analyst in:  
30 Industries (e.g., sugar, flour, cement, alcohol, textile etc.)  
31 Research institutions (e.g., IRRI, IPB, PhilRice, PhilRootcrops, etc.)  
32 Government agencies (e.g., Bureau of Soils, etc.)  
33 Pharmaceutical companies (e.g., Unilab, Wyeth, IPI, etc.)  
34 Chemistry teacher/researcher  
35 Sales representative/agent of chemical or industrial firms  
36 Agricultural technician  
37 Entrepreneur  
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#### IV. COURSE ANALYSIS (168 UNITS)

##### 1. General Education (57 units)

###### 1.1 Language, Speech & Humanities (24 units)

Engl	11	Communication Skills I	3
Engl	12	Communication Skills II	3
Engl	21	Introduction to Literature	3
Spch	11	Speech Communication	3
Fil	25	Sining ng Pakipagtalastasan	3
Fil	26	Panitikang Filipino	3
Hum	11	Introduction to Humanities	3
Philo	12	Contemporary Philosophical Thoughts	3
			----

24

###### 1.2 Mathematics and Natural Sciences (15 units)

Math	11	College Algebra	3
Chem	11	General Chemistry I	4
Bio	11	General Biology	4
Phys	11	General Physics	4
			----

15

###### 1.3 Social Sciences (15 units)

Socio	11	General Sociology	3
Psych	11	General Psychology	3
SocSci	13	Socio Economic Systems	3
SocSci	14	Phil. Soc. Prob., Land Reform and Taxation	3
SocSci	15	Philippine History, Government & Constitution	3
			----

15

###### 1.4 Rizal courses (3 units)

SocSci	16	Life & Works of Rizal	3
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##### 2. Fundamental Courses (51 units)

###### 2.1 Agricultural Sciences (12 units)

PP	21	Principles of Plant Protection	3
SS	22	Fundamental of Soil Science	3
SS	23	Soil Fertility and Fertilizer	3
AS	21	Principles of Animal Science	3
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2.2 Mathematics, Natural Science and Information Tech (39 units)

Chem 21	General Chemistry II
Phys 21	College Physics
Chem 31	Biochemistry
Chem 31a	Biochemistry Laboratory
Math 22	Plane Trigonometry
Math 112	Analytic Geometry & Calculus I
Math 113	Analytic Geometry & Calculus II
Bot 21	General Botany
Zoo 21	General Zoology
Stat 21	Elementary Statistics
CS 21	Introduction to Computer Science
Micro 22	General Microbiology

3 Major Courses (60 units)

Chem 111	Thermochemistry & Chemical Equilibria
Chem 112	Inorganic Chemistry
Chem 125	Organic Chemistry I
Chem 126	Organic Chemistry II
Chem 145	Analytical Chemistry I
Chem 146	Analytical Chemistry II
Chem 148	Technical Analysis I
Chem 149	Technical Analysis II
Chem 151	Physical Chemistry I
Chem 152	Physical Chemistry II
Chem 161	Environmental Chemistry
Chem 162	Recent Developments in Chemistry
Chem 172	Industrial Chemistry
Chem 198	Research Planning & Manuscript Preparation
Chem 199	Undergraduate Seminar
Chem 200	Undergraduate Thesis



# V. COMPARISON OF THE EXISTING & PROPOSED BSAC CURRICULUM

PRESENT				
FIRST YEAR				
First Semester				
Course No.	Descriptive Title	Lec	lab	Units
Bio 11	General Biology	3	3	4
Chem 11	General Chemistry I	3	3	4
Engl 11	Communication Skills	3	0	3
Math 11	College Algebra	3	0	3
Psyc 11	General Psychology	3	0	3
SocSci 13	Socio Econ Systems	3	0	3
PhyEd 11	Physical Fitness & Gym	2		(2)
Euth 11/	Personality Dev & Adjustment	1		(1/1.5)
ROTC 11	First Year Basic Course			-----
				20

Second Semester				
Bot 21	General Botany	2	3	3
Chem 21	General Chemistry II	2	3	3
Engl 12	Communication Skills II	3	0	3
Math 22	Plane Trigonometry	3	0	3
Philo 12	Contemp Philo Thoughts	3	0	3
Socio 11	General Sociology	3	0	3
Pl 11	Phil. Hist Const.	3	0	3
PhyEd 12	Recreational Games & Rhythmic Activity			(2)
Euth 12/	Human Relationship	1		(1/1.5)
ROTC 12	First Year Basic Course			-----
				21

SUMMER None

SECOND YEAR				
First Semester				
Chem 121	Organic Chemistry I	2	3	3
Chem 133	Inorganic Chemistry & Qualitative Inorganic Analysis	3	6	4
Engl 15	Advanced Grammar & Comp	3	0	3
Zoo 21	General Zoology	2	3	3
Math 23	Analytic Geometry	3	0	3
Phys 11	General Physics	3	3	4
PhyEd 13	Team Sports	2		(2)
Euth 13/	Moral and Spiritual Values	1		(1/1.5)
ROTC 13	Second Year Basic Course			-----
				20

Second Semester				
Chem 122	Organic Chemistry II	2	3	3
Chem 135	Quant Inorg. Analysis	1	6	3
Math 122	Differential Calculus	4	0	4
Micro 22	General Microbiology	2	3	3
Phys 21	College Physics	2	3	3
SS 22	Fundamental of Soil Science	2	3	3
PhyEd 14	Individual-Dual Sports	2		(2)
Euth 14/	Career Development	1		(1/1.5)
ROTC 14	Second Year Basic Course			-----
				19

PROPOSED				
FIRST YEAR				
First Semester				
Course No.	Descriptive Title	Lec	Lab	Units
Bio 11	General Biology	3	3	4
Chem 11	General Chemistry I	3	3	4
Engl 11	Communication Skills	3	0	3
Math 11	College Algebra	3	0	3
Psyc 11	General Psychology	3	0	3
SocSci 13	Socio Econ Systems	3	0	3
PhyEd 11	Physical Fitness and Gymnastics	2		(2)
Euth/	Personality Dev & Adjustment	1		(1/1.5)
MS 11	First Year Basic Course			-----
				20

Second Semester				
Bot 21	General Botany	2	3	3
Chem 21	General Chemistry II	2	3	3
Engl 12	Communication Skills II	3	0	3
Math 22	Plane Trigonometry	3	0	3
SocSci 14	Phil. Soc.Prob.Land Ref & Taxn	3	0	3
Socio 11	General Sociology	3	0	3
Zoo 21	General Zoology	2	3	3
PhyEd 12	Recreational Games & Rhythmic Activity	2		(2)
Euth 12/	Human Relationship	1		(1/1.5)
MS 12	First Year Basic Course			-----
				21

SUMMER None

SECOND YEAR				
First Semester				
Chem 111	Thermochemistry & Chem'l Equil	2	3	3
Chem 125	Organic Chemistry I	3	6	5
Engl 21	Introduction to Literature	3	0	3
Math 112	Analytic Geometry & Calculus	15	0	5
Phys 11	General Physics	3	3	4
PhyEd 13	Physical Fitness & Gymnastics	2		(2)
Euth 13/	Moral and Spiritual Values	1		(1/1.5)
MS 21	Second Year Basic Course			-----
				20

Second Semester				
Chem 126	Organic Chemistry II	3	6	5
Math 113	Analytic Geometry & Calculus	15	0	5
Phys 21	College Physics	2	3	3
Soc Sci. 15	Phil .History Gov't & Constitution	3	0	3
SS 22	Fundamentals of Soil Science	2	3	3
PhyEd 14	Individual-Dual Sports	2		(2)
Euth 14/	Career Development	1		(1/1.5)
MS 22	Second Year Basic Course			-----
				19

SUMMER					SUMMER				
	None				Chem 31	Biochemistry			
					Chem 31 a	Biochemistry Laboratory			
THIRD YEAR					THIRD YEAR				
First Semester					First Semester				
AS 21	Princ. of Animal Science	2	3	3	Chem 145	Analytical Chemistry I			
Chem 31	General Biochemistry	3	0	3	CS 21	Introduction to Computer Science			
Chem 134	Instru Methods of Analysis	2	6	4	Philo 12	Contemporary Phil. Thought			
Chem 145	Mineralogy	2	3	3	PP 21	Principles of Plant Protection			
Math 123	Integral Calculus	4	0	4	Spch 11	Speech Communication			
SocSci 14	Phil. Soc Prob Land Ref & Taxn	3	0	3	SS 23	Soil Fertility & Fertilizer			
SS 23	Soil Fertility and Fertilizer	2	3	3					
				23					
Second Semester					Second Semester				
Hort 22	General Horticulture	2	3	3	Chem 112	Inorganic Chemistry			
Chem 138	Gen. Biochemistry Lab	0	6	2	Chem 146	Analytical Chemistry II			
Chem 198	Res. Planning & Manus Prep	3	0	3	Chem 198	Res. Planning & Manus Preparation			
FS 121	Fund of Farming Systems	2	3	3	Micro 22	General Microbiology			
Hum 11	Intro to Humanities	3	0	3	SocSci 16	Life & Works of Rizal			
Math 141	Differential Equations	3	0	3	Stat 21	Elementary Statistics			
Stat 21	Elementary Statistics	2	3	3					
				20					
SUMMER					SUMMER				
	None				Chem 148	Technical Analysis I			
					Chem 149	Technical Analysis II			
					Chem 200	Undergraduate Thesis			
FOURTH YEAR					FOURTH YEAR				
First Semester					First Semester				
Chem 136	Technical Analysis of Agricultural Materials	0	6	2	AS 21	Principles of Animal Science			
Chem 141	Physical Chemistry I	3	3	4	Chem 151	Physical Chemistry I			
Chem 143	Industrial Chemistry I	2	3	3	Chem 161	Environmental Chemistry			
FT 121	Food Chemistry	3	3	4	Chem 200	Undergraduate Thesis			
Spch 11	Speech Communication	3	0	3	Fil 25	Sining ng Pakikipagkaintos			
PP 21	Princ. of Plant Protection	2	3	3	Hum 11	Introduction to Humanities			
Chem 200	Undergraduate Thesis			3					
				22					
Second Semester					Second Semester				
Chem 142	Physical Chemistry II	3	3	4	Chem 152	Physical Chemistry II			
Chem 144	Industrial Chemistry II	2	3	3	Chem 172	Industrial Chemistry			
Chem 146	Environmental Chem & Chem Toxicology	2	3	3	Chem 182	Developments in Chemistry			
Chem 190	Special Topics	3	0	3	Chem 190	Undergraduate Seminar			
Chem 199	Undergraduate Seminar	3	0	1	Chem 200	Undergraduate Thesis			
Chem 200	Undergraduate Thesis			3	Fil 26	Panitikang Filipino			
				17					
GRAND TOTAL				162					GRAND TOTAL



## INSTITUTION OF NEW COURSES

### Chemistry Courses for BSAC Majors

1. **CHEM 111 - THERMOCHEMISTRY AND CHEMICAL EQUILIBRIA**  
Theories and applications of kinetics, heat dynamics and equilibria in chemical systems

Prerequisite: Chem 21 – General Chemistry II  
Contact Hours: 5 hours/week (2 lec., 3 lab)  
Credit: 3 units

#### Rationale:

This course is a sequel of Chem 21, a fundamental subject. The BSAC students need deeper understanding of kinetics, thermodynamics and ionic equilibria, which are basic topics covered in the board examination.

2. **CHEM 145 - ANALYTICAL CHEMISTRY I**  
Principles and techniques of volumetric, gravimetric, colorimetric and potentiometric methods; stoichiometry and analysis of substances and simple mixtures.

Prerequisite: Chem 111 – Thermochemistry & Chemical Equilibria  
Contact Hours: 9 hours/week (3 lec., 6 lab)  
Credit: 5 units

#### Rationale:

This course provides important analytical methods in classical quantitative analysis including sampling techniques and good laboratory practices. The student will be equipped with basic skills in chemical analysis.

3. **CHEM 146 - ANALYTICAL CHEMISTRY II**  
Principles, limitations, and practice of analytical operations with particular emphasis on separation techniques and instrumental methods of analysis.

Prerequisites: Chem 145 – Analytical Chemistry I and  
Phys 11 – General Physics  
Contact Hours: 9 hours/week (3 lec., 6 lab)  
Credit: 5 units

#### Rationale:

This second course on analytical chemistry will introduce the modern analytical methods of analysis. It will familiarize the students with instrumental techniques including basic principles, limitations, capabilities and applications.

1        4. CHEM 162 -

2        **DEVELOPMENTS IN CHEMISTRY**

3        Recent findings and trends in the different areas of  
4        their applications.

5        Prerequisite:        Chem 31 - Biochemistry  
6        Contact Hours:      3 hours/week (3 lec.)  
7        Credit:              3 units

8  
9        **Rationale:**

10        This course is designed to update the students with the most recent  
11        chemistry, especially those that have important applications in agriculture.

12  
13  
14        **VII. REVISION OF COURSES**

15        **A. Change of Course Number, Title, Description & Prerequisite**

16  
17        1. From:

18  
19        **CHEM 133 -**

20        **INORGANIC CHEMISTRY & QUALITATIVE INORGANIC ANALYSIS**

21        Inorganic chemistry and qualitative inorganic analysis  
22        Chemical, physical and electrical properties of elements and  
23        compounds; qualitative analysis.

24        Prerequisite:        Chem 21 - General Chemistry  
25        Contact Hours:      8 hours/week (2 lec., 6 lab)  
26        Credit:              4 units

27  
28        To:

29        **CHEM 112 -**

30        **INORGANIC CHEMISTRY**

31        Theoretical aspects of inorganic chemistry, chemical  
32        properties of elements based on modern atomic theory and  
33        qualitative analysis.

34        Prerequisite:        Chem 111 - Thermochemistry  
35                             Chemical Equilibria  
36        Contact Hours:      8 hours/week (2 lec., 6 lab)  
37        Credit:              4 units

38  
39        **Rationale:**

40        This major course focuses more on the atomic theories and how properties  
41        and compounds are explained based on existing theories. Qualitative inorganic  
42        chemistry is always a part of inorganic chemistry.



2. From:

**CHEM 146 -**

**ENVIRONMENTAL CHEMISTRY AND CHEMICAL TOXICOLOGY**

Possible sources of pollutants and their control, with emphasis on pesticide residues.

Prerequisite: Chem 121 - Organic Chemistry I  
Contact Hours: 5 hours/week (2 lec., 3 lab)  
Credit: 3 units

To:

**CHEM 161 -**

**ENVIRONMENTAL CHEMISTRY**

Principles of ecology, possible sources of pollutants and their control; essentials of chemical toxicology.

Prerequisite: Chem 31 - Biochemistry  
Contact Hours: 5 hours/week (2 lec., 3 lab)  
Credit: 3 units

**Rationale:**

The course title is quite long. Since toxicology is an integral part of any environmental science course, this is now deleted from the title. However, emphasis will still include the chemical aspect of toxicology.

**B. Change of Course Number, Description, Number of Units & Prerequisite**

1. From:

**CHEM 121 -**

**ORGANIC CHEMISTRY I**

Theory and mechanics of reactions, resonance and orbitals, configuration and conformation.

Prerequisite: Chem 21 - General Chemistry II  
Contact Hours: 5 hours/week (2 lec., 3 lab)  
Credit: 3 units

To:

**CHEM 125 -**

**ORGANIC CHEMISTRY I**

The chemistry of hydrocarbons and their derivatives

Prerequisite: Chem 21- General Chemistry  
Contact Hours: 9 hours/week (3 lec., 6 lab)  
Credit: 5 units

**Rationale:**

The first course on organic chemistry deals with the properties and structure of organic compounds and expands to include stereochemistry. The increase in units is CHED.

2. From:

**CHEM 122 -**

**ORGANIC CHEMISTRY II**

Analysis and synthesis of important organic compounds

Prerequisite: Chem 121 - Organic Chemistry  
Contact Hours: 7 hours/week (1 lec., 6 lab)  
Credit: 3 units

To:

**CHEM 126 -**

**ORGANIC CHEMISTRY II**

Reaction mechanisms, synthesis and spectroscopic analysis of organic compounds

Prerequisite: Chem 125 - Organic Chemistry  
Contact Hours: 9 hours/week (3 lec., 6 lab)  
Credit: 5 units

**Rationale:**

As a sequel to Chem 125, this subject covers reaction mechanisms and properties of organic compounds. Problem solving on synthesis and spectroscopic analysis of organic compounds will be discussed lengthily as the course is also increased to 5 units.



3. From:

**CHEM 141 -**

**PHYSICAL CHEMISTRY I**

Fundamental laws of gases; elementary principles of thermodynamics and thermochemistry, the liquid state and properties of solution; chemical equilibrium, electrochemistry.

Prerequisites: Chem 133 – Inorganic Chemistry & Qualitative Inorganic Analysis and Math 123 – Integral Calculus  
Contact Hours: 6 hours/week (3 lec., 3 lab)  
Credit: 4 units

To:

**CHEM 151**

**PHYSICAL CHEMISTRY I**

Fundamental laws of gases and chemical thermodynamics.

Prerequisites: Chem 112 – Inorganic Chemistry and Math 113 – Analytic Geometry & Calculus II  
Contact Hours: 9 hours/week (3 lec., 6 lab)  
Credit: 5 units

**Rationale:**

Electrochemistry is transferred to Physical Chemistry II course to give a more detailed discussion on gas laws and thermodynamics. This course conforms to the CHED requirement on increased number of units for Physical Chemistry, a major field in the board examination.

4. From:

**CHEM 142 -**

**PHYSICAL CHEMISTRY II**

Principles and application of quantum theory, symmetry, and molecular spectroscopy; photochemistry; crystal and macromolecule structure; and nuclear chemistry.

Prerequisite: Chem 141 – Physical Chemistry I  
Contact Hours: 6 hours/week (3 lec., 3 lab)  
Credit: 4 units

To:

**CHEM 152 -**

**PHYSICAL CHEMISTRY II**

Electrochemistry, reaction rates and mechanisms; surface transport phenomena; colloids, and nuclear chemistry.

Prerequisite: Chem 151 – Physical Chemistry I  
Contact Hours: 9 hours/week (3 lec., 6 lab)  
Credit: 5 units

**Rationale:**

This five-unit course as prescribed by CHED presents a logical development of from electrochemistry to nuclear chemistry. The origin of nuclear energy and is explored along with the applications of nuclear phenomena to chemistry.

**C. Change of Course Number, Title & Description**

From:

**CHEM 138 -**

**GENERAL BIOCHEMISTRY LABORATORY**

Isolation and characterization of important biomolecules

Prerequisite: Chem 21 – General Chemistry II  
Contact Hours: 8 hours/week (6 lab)  
Credit: 2 units

To:

**CHEM 31a-**

**BIOCHEMISTRY LABORATORY**

Qualitative and quantitative methods for determining biomolecules and their derivatives.

Prerequisite: Chem 21 – General Chemistry I  
Contact Hours: 8 hours/week (8 lab)  
Credit: 2 units

**Rationale:**

Chem 31a is the laboratory component of Chem 31 – Biochemistry, and is offered only to major students. This is aimed to better elucidate biochemical concepts through laboratory experiments.



#### D. Change of Course Title

From:

**CHEM 31 -**

##### **GENERAL BIOCHEMISTRY**

Structure and functions of important biomolecules in living systems.

Prerequisite: Chem 21 - General Chemistry II  
Contact Hours: 3 hours/week (3 lec)  
Credit: 3 units

To:

**CHEM 31 -**

##### **BIOCHEMISTRY**

Structure and functions of important biomolecules in living systems.

Prerequisite: Chem 21 - General Chemistry II  
Contact Hours: 3 hours/week (3 lec)  
Credit: 3 units

#### Rationale:

This course is no longer an introductory course in biochemistry. Chem 21 - General Chemistry II already includes general concepts in biochemistry.

#### E. Change of Course Description

From:

**CHEM 21 -**

##### **GENERAL CHEMISTRY II**

Introduction to chemical equilibrium, electrochemistry, inorganic chemistry and qualitative analysis, organic chemistry and biochemistry.

Prerequisite: Chem 11 - General Chemistry I  
Contact hours: 5 hours/week (2 lec., 3 lab)  
Credit: 3 units

To:

**CHEM 21 -**

##### **GENERAL CHEMISTRY II**

Introduction to chemical equilibria, organic chemistry, and biochemistry.

Prerequisite: Chem 11 - General Chemistry I  
Contact hours: 5 hours/week (2 lec., 3 lab)  
Credit: 3 units

1       **Rationale:**

2  
3       Chemical equilibrium alone is a broad topic that covers the gaseous sys  
4       base equilibria. Electrochemistry is discussed in Chem 152 – Physical Chemis  
5       chemistry and biochemistry are introduced earlier in the course to give adequate  
6       agriculture students and those in other related fields who do not require organ  
7       their curriculum.

8  
9       **F. Fusion of Courses**

10  
11       From:

12  
13       **CHEM 143 -**

**INDUSTRIAL CHEMISTRY I**

14       Industrial processing of combustible and illun  
15       cement, ceramics, inorganic chemicals, fertilizers,  
16       fungicides, petroleum and its products. Water and

17       and

18       Prerequisite:       Chem 122 – Organic Chem  
19       Contact Hours:     5 hours/week (2 lec., 3 lab)  
20       Credit:           3 units

21  
22       **CHEM 144 -**

**INDUSTRIAL CHEMISTRY II**

23       Industrial processing of dye and dye intermed  
24       textiles, animal and vegetable oils, soaps, alcoh  
25       acids.

26       Prerequisite:       Chem 122 – Organic Chem  
27       Contact Hours:     5 hours/week (2 lec., 3 lab)  
28       Credit:           3 units

29  
30       To:

31  
32       **CHEM 172 -**

**INDUSTRIAL CHEMISTRY**

33       Introduction to the manufacture of some importan  
34       inorganic compounds.

35       Prerequisite:       Chem 126 – Organic Chem  
36       Contact hours:     3 lec hours /week plus one  
37       Credit:           3 units

38  
39       **Rationale**

40  
41       The newly instituted and expanded chemistry courses (Chem 145, C  
42       148 & Chem 149) already take up some discussions and experiments inc  
43       industrial chemistry subjects. Hence, fusion of these two courses results in r  
44       which is practical and economical.



### G. Splitting of Courses

From :

**CHEM-136 -**

#### **TECHNICAL ANALYSIS OF AGRICULTURAL MATERIALS**

Quantitative methods of analyzing foods and feeds, soils and fertilizers and pesticides.

Prerequisite: Chem 135 – Quantitative Inorganic Analysis  
Contact Hours: 6 hours/week (6 lab)  
Credit: 2 units

To:

**CHEM 148 -**

#### **TECHNICAL ANALYSIS I**

Theory and practice of selected quantitative methods of analyzing foods and feeds.

and

Prerequisite: Chem 146 – Analytical Chemistry II  
Contact Hours: 6 hours/week (6 lab)  
Credit: 2 units

**CHEM 149 -**

#### **TECHNICAL ANALYSIS II**

Theory and practice of selected quantitative methods of analyzing soils, fertilizers and pesticides.

Prerequisite: Chem 146 – Analytical Chemistry II  
Contact Hours: 6 hours/week (6 lab)  
Credit: 2 units

#### **Rationale:**

Increasing the number of units for technical analysis will enable the students to have varied experiences in analyzing agricultural materials. The existing course does not provide sufficient time to cover analyses of foods, feeds, soils, fertilizers and pesticides.

### III. DELETION OF COURSES

**1. CHEM 145 -**

#### **MINERALOGY**

Occurrence, chemical analysis, chemical properties and uses of minerals

Prerequisite: Chem 133 - Inorganic Chemistry  
Contact Hours: 5 hours/week (2 lec., 3 lab)  
Credit: 3 units

#### **Rationale:**

The course is essentially an inorganic chemistry subject. Some topics are covered in a soil science course, which is included in the curriculum. While other schools with chemistry programs have already deleted this course, the revised curriculum will integrate relevant topics in an existing inorganic chemistry offering.

1           **2. MATH 141 -**

2                           **DIFFERENTIAL EQUATIONS**

3                           Equation order; application of differential equations;  
4                           equations; differential operators and transforms; power a  
5                           series; partial differential equations.

6                           Prerequisite:           Math 123 – Integral Calculus  
7                           Contact Hours:        3 hours/week (3 lec)  
8                           Credit :               3 units

9                           **Rationale:**

10                           Knowledge of mathematics up to calculus II is sufficient tool to solve mo  
11                           problems. If differential equations are required, its applications in chemistry can be  
12                           under the expanded physical chemistry courses.

13           **3. FT 121 –**

14                           **FOOD CHEMISTRY**

15                           Chemical composition of food and its effects on texture, flavo  
16                           nutritive value; biochemical changes in food materials.

17                           Prerequisite:           Chem 21 – General Chemistry II  
18                           Contact Hours:        5 hours/week (2 lec, 3 lab)  
19                           Credit:                3 units

20                           **Rationale:**

21                           Food Chemistry can be discussed in Chem 148 – Technical Analysis I,  
22                           mainly foods and feeds. Another chemistry course Chem 31a – Biochemistry lab  
23                           some topics on food analysis.

24           **4. FS 121 –**

25                           **FUNDAMENTALS OF FARMING SYSTEMS**

26                           Introduction to integrated small farm production system  
27                           physical and socio-economic factors affecting the product  
28                           farm.

29                           *and*

30                           Prerequisite:           Consent of Instructor/Jr. standing  
31                           Contact Hours:        5 hours/week (2 lec, 3 lab)  
32                           Credit:                3 units

33           **HORT 22 –**

34                           **GENERAL HORTICULTURE**

35                           Propagation and culture of horticultural crops

36                           Prerequisite:           Botany 11-General Botany  
37                           Contact Hours:        5 hours/week (2 lec, 3 lab)  
38                           Credit:                3 units

39                           **Rationale:**

40                           The revised BSAC program proposes to include only 12 units of fundamen  
41                           sciences. The knowledge in soil science, plant protection and animal science is  
42                           interrelate with the properties and/or transformation of substances of biological ori  
43                           plants and microorganisms) existing in the environment.



1 **X. FACULTY PROFILE**

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3  
4 **ACABAL, Alice M., Ph.D.**

5 Associate Professor

6 Organic Chemistry & Natural Products

7  
8 **ACABAL, Andresito D., Ph.D.**

9 Associate Professor & Head

10 Fermentation & Enzyme Technology

11  
12 **CALIBO, Candelario L., M.S.**

13 Associate Professor

14 Biochemistry & Inorganic Chemistry

15  
16 **DE LA ROSA, Linda S., Ph.D.**

17 Professor

18 Food Chemistry

19  
20 **JANSALIN, Jacob Glenn F., M.S.**

21 Associate Professor

22 Analytical Chemistry & Environmental Chemistry

23  
24 **LANDERITO, Erlinda O., Ph.D.**

25 Associate Professor

26 Organic Chemistry & Biochemistry

27  
28 **LORETO, Ma. Theresa P., M.S.**

29 Assistant Professor

30 Biochemistry

31  
32 **RAMAL, Allan A., B.S.**

33 Instructor

34 Agricultural Chemistry

35  
36 **SALAS, Felix M., Ph.D.**

37 Assistant Professor

38 Organic Chemistry & Environmental Chemistry

39  
40 **TULIN, Anabella, B., D.Ag.Sci. (Affiliate)**

41 Associate Professor

42 Agricultural Science

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## **Visayas State College of Agriculture**

6521-A Baybay, Leyte, Philippines

### **Office of the President**

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9 March 2001

**The Honorable Chairman  
of the ViSCA Board of Trustees**

*Sir:*

I would like to request authority to receive the vehicles listed below as donations for ViSCA from the German Government.

1 unit	1990 Toyota Land Cruiser
1 unit	1990 Toyota Hi-Ace Commuter Van
1 unit	1991 Toyota Hi-Lux
1 unit	1996 VW Caravelle
1 unit	Mitsubishi Canter

Thank you very much.

Very truly yours,

**PACIENCIA P. MILAN**  
President



March 9, 2001

**Dr. Paciencia P. Milan**  
President  
ViSCA, Baybay, Leyte

Through: **Ms. Linda N. Mariscal**  
College Registrar  
ViSCA, Baybay, Leyte

Dear Dr. Milan,


I am earnestly requesting for your consideration of my application for graduation. I am a M.Ag.Dev. extramural student of this college since 1990. I have almost completed my course requirements specifically my Special Problem entitled "Assessment of the Performance of Small Coconut Farmers Organizations (SCFOs) in Leyte" which is tentatively set for presentation next week.

I failed to apply for graduation thinking that having passed the comprehensive examination and approved thesis proposal would automatically enlist me as a candidate for graduation. And I heartily apologize for this oversight.

I hope for your kind approval of this request.

Thank you and best regards.


Very truly yours,

  
**JAIME M. NUÑEZ**  
Student

Recommending Approval:

  
**ANTONIA CECILIA Y. SANDOVAL**  
Academic Adviser

Approved:

  
**CIENCIA P. MILAN**  
President