



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

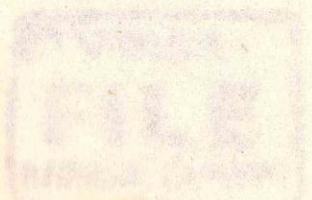
APPROVED  
MINUTES OF THE 56TH (SPECIAL) MEETING OF THE VISCA  
BOARD OF TRUSTEES HELD ON NOVEMBER 8, 1983  
AT THE PASUC CONFERENCE ROOM  
MECS, METRO MANILA

DECISIONS/AGREEMENTS MADE BY THE BOARD OF TRUSTEES ON  
THE 56TH SPECIAL BOARD MEETING

<u>ITEMS</u>	<u>PAGE</u>
<u>RESOLUTION NO. 30-A, s. 1983</u>	
Candidates for graduation as of Summer 1983 . . . . .	3
<u>RESOLUTION NO. 30-B, s. 1983</u>	
Candidates for Graduation as of First Semester 1983-84 . . . . .	4
<u>RESOLUTION NO. 31, s. 1983</u>	
Graduation with Latin Honors . . . . .	4
<u>RESOLUTION NO. 32, s. 1983</u>	
Curricular Proposal: Proposal to Revise and Institute Undergraduate and Graduate Courses . . . . .	5
<u>RESOLUTION NO. 33-A, s. 1983</u>	
Appointment of Personnel . . . . .	5
<u>RESOLUTION NO. 33-B, s. 1983</u>	
Upgrading of academic personnel . . . . .	6
<u>RESOLUTION NO. 33-C, s. 1983</u>	
Center for Social Research in Small Farmer Development (CSR-SFD) . . . . .	6
<u>RESOLUTION NO. 34, s. 1983</u>	
Agro-Forestation Building construction Award of Contract. .	7
<u>RESOLUTION NO. 35, s. 1983</u>	
Contruction of Physical Education Building . . . . .	7
<u>RESOLUTION NO. 36, s. 1983</u>	
Site of the Physical Building award of Contract for filling up the . . . . .	7



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte



11. RESOLUTION NO. 37, s. 1983

Planning Structure and Functions of the  
ViSCA Planning Unit . . . . . November 17, 1983 8

12. RESOLUTION NO. 38-A, s. 1983

Att. Savings, authorizing to obligate funds chargeable  
to the 1983 . . . . . 9

13. RESOLUTION NO. 38-B, s. 1983

Year-end bonus to all personnel, authorizing the use  
of the 1983 savings to pay . . . . . 9

Approving the recommendation to use part of  
the 1983 savings from Personnel Services to pay the  
mandated Cost of Living Allowance (CLA) of \$100 a  
month to all personnel, whether on regular, temporary  
or casual basis, effective November 1, 1983.  
Appendix I.

Appendix I

*Robert T. Duran*  
ROBERT T. DURAN  
College Board Secretary

16th Regular Meeting of the ViSCA Board of Trustees held on November 8, 1983  
the 1st PASUC Conference Room, RESEA, Metro Manila



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte



Office of the College/Board  
Secretary

November 17, 1983

EXCERPTS FROM THE APPROVED MINUTES OF THE VISCA BOARD OF TRUSTEES\*

Attention: All Concerned

BOARD RESOLUTION No. 38-B, s. 1983

Approving the recommendation to use part of the 1983 savings from Personal Services to pay the mandated Cost of Living Allowance (CLA) of P100 a month to all personnel, whether on regular, temporary or casual basis, effective November 1, 1983.  
Appendix I

Approved

*Andres T. Duatin*  
ANDRES T. DUATIN  
College/Board Secretary

\*56th Regular Meeting of the VisCA Board of Trustees held on November 8, 1983  
at the PASUC Conference Room, MECS, Metro Manila



APPROVED  
MINUTES OF THE 56TH (SPECIAL) MEETING OF THE VISCA  
BOARD OF TRUSTEES HELD ON NOVEMBER 8, 1983  
AT THE PASUC CONFERENCE ROOM  
MECS, METRO MANILA

Present:

Hon. Abraham I. Felipe Presiding  
Deputy Minister  
Ministry of Education, Culture and Sports

Dr. Emiliana N. Bernardo (Represented Hon. F. A. Bernardo)  
Director of Research and Extension  
Visayas State College of Agriculture

Mr. Abraham C. Gomez (Represented Hon. Jose M. Lawas)  
Staff Economist  
NEDA, Pasig  
Metro Manila

Others Present:

Dr. Leonardo L. Manalo  
Senior Executive Assistant  
ViSCA, Manila Office

Prof. Andres F. Duatin  
College Secretary  
Visayas State College of Agriculture

Call to Order:

Before calling the meeting to order, Hon. Felipe, the presiding officer, acknowledged the presence of Dr. Emiliana N. Bernardo who represented the College President. Pres. Bernardo had a previous engagement with Chairman Tantuico which he can not afford to miss; hence, his recommendation for Dr. E. N. Bernardo to represent him.

The meeting was called to order at 12:35 p.m.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29



I. Preliminary Matters:	1
A. Approval of Agenda	2
The agenda were approved after the withdrawal of Item No. 1	3
under Policy Matters and the inclusion of Item No. 5 under Adminis-	4
trative Matters.	5
B. Report of the College President:	6
1. <u>International Conference on Root Crops</u>	7
Dr. E. N. Bernardo, representing the College President,	8
reported that ViSCA shall host the International Conference of	9
Root Crop Specialists from foreign countries and the Philippines.	10
Some 30 root crop scientists will be attending this conference,	11
to discuss the status of the root crop industry in this part of	12
Southeast Asia.	13
2. <u>ViSCA Feedmill Operational</u>	14
Dr. E. N. Bernardo informed the Board that the ViSCA feed-	15
mill is now operational. To ensure the supply of needed grains	16
and root crops in the formulation of feeds, local farmers were	17
organized so that they can contribute. The farmers in turn will	18
have market for their farm products.	19
Ratification/Approval of the Minutes of the Previous Meeting	20
The minutes of the previous meeting were corrected after the	21
Secretary made the following corrections:	22
Page 3, line 7—"honorariua" was corrected to read: "honoraria";	23
"are" placed after "ViSCA"; line 21—"not" placed between "has" and	24



"been"; and line 22—"and a half" provided between "month" and "per".

Page 8, line 20—"P15 M" was corrected to read: "P1.5 M".

Matters Arising from the Approved Minutes

Prof. Duatin, the Secretary, informed the Board that the Sports Fund Budget which was expected for presentation to the Board was not ready.

For Approval/Ratification/Confirmation

A. Policy Matters - (Withdrawn)

B. Academic Matters

1. Candidates for graduation as of Summer 1983:

The list of candidates for graduation as of Summer 1983 was distributed as follows: Appendix A

BSA - 2

BAS - 1

BSF - 2

Total 5

The Board passed:

RESOLUTION NO. 30-A, s. 1983

Approving in toto the graduation of the five (5) candidates (undergraduate) as of Summer, 1983. Appendix A

Approved

2. Candidates for graduation as of First Semester 1983-84

One (1) candidate for the graduate program and 22 from the undergraduate level were recommended for graduation. Appendix A

The Board passed:



RESOLUTION NO. 30-B, s. 1983

Approving in toto the graduation of the twenty-three (23) candidates (graduate and undergraduate) as of the First Semester, SY 1983-1984. Appendix A

Approved

3. Graduation with Latin Honors

The graduation with honors, summa cum laude, of Rex Novero Bernardo, candidate for the degree of Bachelor of Science in Agriculture major in Plant Breeding, was recommended for obtaining a general point average (GPA) of 1.090 and for complying with all other requirements for the said honor stipulated in the ViSCA Code. Appendix B

There being no objection, the Board passed:

RESOLUTION NO. 31, s. 1983

Approving the graduation with academic honors, summa cum laude, of Rex N. Bernardo, as recommended by the Academic Council (AC) on November 3, 1983, with Board commendation for him and his parents. Appendix B

Approved

4. Curricular Proposal: Proposal to Revise and Institute Undergraduate and Graduate Courses

Two undergraduate courses, Agronomy 142 and Agronomy 144, and two graduate courses, Agronomy 242 and Agronomy 244, were recommended for revision and institution, respectively.

Appendix C

There being no objection, the Board passed:



RESOLUTION NO. 32, s. 1983

Approving in toto the revision of the two (2) undergraduate courses namely: (1) Agronomy 142, Legume Production and (2) Agronomy 144, Cereal Production and the institution of two (2) graduate courses, namely: (1) Agronomy 242, Advanced Legume Production and (2) Agronomy 244, Advanced Cereal Production.  
Appendix C

Approved

0. Administrative Matters:

1. Appointment of Personnel

The appointment of ten (10) recruits, two (2) for upgrading of positions, and one (1) for designation to an administrative position were presented.

After ascertaining that the appointments passed the Collogo Personnel Boards, the Board passed the following resolutions:

RESOLUTION NO. 33-A, s. 1983

Confirming the appointment of ten (10) recruits, as follows:

1. Mr. Rex N. Bernardo, as temporary Instructor I, at P15,264 p.a., effective Nov. 1, 1983;
2. Ms. Elnora C. Secreto, as temporary Instructor III, at P17,724 p.a., effective Nov. 1, 1983;
3. Ms. Jacqueline B. Mendoza, as temporary Instructor I, at P15,264 p.a., effective Nov. 1, 1983;
4. Mr. Alex P. Tulin, as temporary Property Custodian I, at P8,400 p.a., effective Sept. 5, 1983;
5. Mr. Eutiquio E. Sudaria, as temporary Science Research Associate I, at P11,328 p.a., effective Oct. 16, 1983;
6. Mr. Dilberto O. Ferraren, as temporary Science Research Specialists I, at P14,532 p.a., effective Oct. 10, 1983;
7. Engr. Rico O. Cruz, as temporary Science Research Specialists, at P14,532 p.a., effective Oct. 14, 1983;
8. Mr. Jerry B. Sudario, as temporary Radio Technician, at P7,608 p.a., effective Sept. 1, 1983;
9. Ms. Carmela B. Acojedo as temporary Radio Technician, at P7,608 p.a., effective Sept. 1, 1983; and



10. Ms. Asteria U. Apog, as temporary Clerk I, at P5,382 p.a., effective Sept. 16, 1983. 1  
2

Passed by the ViSCA Academic Personnel Board/ViSCA Selection/  
Promotion Board. Appendix D 3  
4

Approved 5

RESOLUTION NO. 33-B, s. 1983 6

Confirming the upgrading of academic personnel, namely: 7

1. Ms. Lucy B. Paloma, from Assistant Instructor to Instructor 8  
IV and 9  
2. Prof. Lina V. Talaboc, from Assistant Professor to Associate 10  
Professor I. Appendix D 11

Approved 12

RESOLUTION NO. 33-C, s. 1983 13

Confirming the designation of Dr. Eliseo R. Ponce, Director 14  
of Instruction, as Director of the Center for Social Research in 15  
Small Farmer Development (CSR-SFD), concurrently, without extra 16  
compensation, effective June 1, 1983. Appendix D 17

Approved 18

2. Awards of Contract: 19

Three awards of contract were presented for Board approval, 20  
to wit: 21

- a. Construction of the Forestry Building -- awarded to Unimasters 22  
Conglomeration, Incorporated at the winning bid price of 23  
P1,148,500.00; Appendix E 24  
B. Construction of the Physical Education Building awarded to 25  
Protacio Go Enterprises at the winning bid price of 26  
P1,335,000.00; Appendix F and 27  
c. Filling up the site of the Physical Education Building 28  
awarded to Progosons Construction and Development at the 29  
winning bid price of P95,000.00. Appendix G 30



Assured that funds are available, the Board passed the following resolutions;

RESOLUTION NO. 34, s. 1983

Approving the award of contract for the construction of the Agro-Forestation Building, Phase II to Unimasters Conglomeration, Inc., at the winning bid of P1,148,500.00. Appendix E

Approved

RESOLUTION NO. 35, s. 1983

Approving the award of contract for the construction of the Physical Education Building to Protacio Go Enterprises at the winning bid of P1,335,000.00. Appendix F

Approved

RESOLUTION NO. 36, s. 1983

Approving the award of contract for filling up the site of the Physical Education Building to Progosons Construction and Development Corporation at the winning bid of P95,000.00. Appendix G

Approved

3. Planning Structure and Functions of the ViSCA Planning Unit

By the end of this year, ViSCA shall have ended its development dependence to the World Bank. In view of this, it is time the institution started developing plans and programs for the next five or ten years. For this purpose, therefore, the Planning Unit has been instituted to undertake institutional studies in developing plans and programs.

An assistant to the President for Planning was also designated and the core staff organized with their corresponding functions.



The unit's budgetary requirement from August to December has been incorporated. Appendix H.

The deliberation that ensued dwelt mainly on the structure of the core staff. After suggesting the kind of offices befitting a planning office, the Board passed:

RESOLUTION NO. 37, s. 1983

Approving the Planning Structure and Functions of the Planning Unit of ViSCA with the suggestion that the core staff of this unit be partly composed of Planning Researchers or similar group of planning specialists, instead of the proposed Science Research Specialist. Appendix H

Approved

4. Proposal to Draw up Contracts for Services of Casuals and to Give Year-End Bonus Chargeable to the 1983 Savings

A proposal was presented seeking approval to draw up contracts for services of security guards, landscaping laborers, plumbers, mechanics, radio station personnel and other laborers and field workers on casual basis, as well as to give the year-end bonus chargeable to the 1983 savings.

There being no objection, the Board passed the following resolutions:



RESOLUTION NO. 38-A, s. 1983

Authorizing to obligate funds based on  
project cost estimates for materials, indirect  
and direct labor, and overhead cost chargeable  
to the 1983 savings. Appendix I

Approved

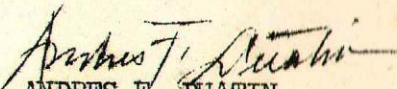
RESOLUTION NO. 38-B, s. 1983

Authorizing the use of part of the 1983  
savings to pay the year-end bonus to all personnel,  
whether on regular, temporary or casual basis,  
effective November 1, 1983. Appendix I

Approved

There being no other matter to discuss Hon. Felipe, the  
presiding officer, adjourned the meeting at 1:04 p.m.

CERTIFIED TRUE AND CORRECT:

  
ANDRES F. DUATIN  
Secretary

ATTESTED:

Hon. ABRAHAM I. FELIPE  
Presiding Officer

APPROVED AS CORRECTED:

Jan. 12, 1984



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

TENTATIVE LIST OF CANDIDATES FOR GRADUATION  
(Summer, 1983)

UNDERGRADUATE PROGRAMS

I. BACHELOR OF SCIENCE IN AGRICULTURE (BSA):

<u>Name &amp; Address</u>	<u>MI</u>	<u>Major</u>	<u>REQUIREMENTS FOR GRADUATION</u>		
			<u>Academic</u>	<u>PD 1158</u>	<u>Clearance</u>
1. NARRAL, Thelma Madalag, Aklan "Thesis"	N.	SoilSci	Completed	Complied	Submitted
EFFECTS OF LIMING AND RHIZOBIAL INOCULATION ON THE GROWTH AND YIELD OF BUSH BEANS					
2. VILLARIN, Alexandra Madridejos, Cebu "Thesis"	M.	SoilSci	Completed	Complied	Submitted
EFFECT OF LIMING ON THE GROWTH AND YIELD OF SWEET POTATO AND ON CHEMICAL PROPERTIES OF MAASIN CLAY					

II. BACHELOR OF ANIMAL SCIENCE (BAS):

1. SUPINO, Socorro Malitbog, So. Leyte	R.	AnProd'n	Completed	Complied	Submitted
---	----	----------	-----------	----------	-----------

III. BACHELOR OF SCIENCE IN FORESTRY (BSF):

1. ESTANILLA, Eduardo Albuera, Leyte	H.		Completed	Complied	Submitted
2. MENDOZA, Violito Dulag, Leyte	A.		Completed	Complied	Submitted

Summary:

BSA .....	2
BAS .....	1
BSF .....	2
T o t a l .....	<u>5</u>



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

TENTATIVE LIST OF CANDIDATES FOR GRADUATION  
(1st Semester, 1983-84)

MASTERS PROGRAM:

MASTERS OF SCIENCE IN AGRICULTURAL DEVELOPMENT EDUCATION (MSADE):

Name & Address	MI.	Major	REQUIREMENTS FOR GRADUATION		
			Academic	PD 1153	Clearance
1. LUCAS, Lazaro T. San Manuel, Isabela "Thesis"		AgExtn	Completed	Complied	Submitted
THE EFFECTIVENESS OF THE STUDENT OUTREACH INTERNSHIP PROGRAM OF THE WESTERN LUZON AGRICULTURAL COLLEGE AS AN EXTENSION STRATEGY FOR RICE FARMERS					

GRADUATE PROGRAMS:

MASTERS OF SCIENCE IN AGRICULTURE (BSA):

1. ADVINCULA, Zosimo G. Tolosa, Leyte "Thesis"		AgEcon	Completed	Complied	Submitted
A CASE STUDY OF THE TOLOSA NUTRI-PAK PROCESSING PLANT					
2. BASCO, Nida A. Maasin, So. Leyte "Thesis"		Hort	Completed	Complied	Submitted
THE EFFECT OF PLANTING DISTANCE AND LEVEL OF PHOSPHOROUS APPLIED ON THE GROWTH AND YIELD OF SWEET PEPPER					
3. BERNARDO, Rex N. Baybay, Leyte "Thesis"		PltBrdg	Completed	Complied	Submitted
INHERITANCE OF SOME CHARACTERS FOR A PROPOSED PLANT IDEOTYPE FOR SWEET POTATO (Ipomoea batatas L.)					
4. COMONAL, Beatriz C. Ormoc City "Thesis"		Soil Sci	Completed	Complied	Submitted
COMPARATIVE RESPONSES OF POTTED AND FIELD-PLANTED SWEET POTATO TO NITROGEN FERTILIZATION					
5. ESTOY, Gerardo F. Baybay, Leyte "Thesis"		PltProt	Completed	Complied	Submitted
ARTHROPOD PESTS ATTACKING WINGED BEAN AT DIFFERENT STAGES OF GROWTH					



6. MIRAMBEL	, Antonieta C.	Soil Sci	Completed	Complied	Submitted
	Baybay, Leyte				
	"Thesis"				

COMPARATIVE EFFECTS OF DIFFERENT SOIL AMMENDMENTS  
ON SOIL CHEMICAL PROPERTIES AND ON THE GROWTH  
AND YIELD OF CASSAVA

7. PADULLO	, Jovino L.	Agron	Completed	Complied	Submitted
	Salcedo, E. Samar				
	"Thesis"				

THE EFFECT OF IPIL-IPIL (*Leucaena leucocephala*)  
PLANTED AT VARYING DISTANCES ON THE GROWTH AND  
YIELD OF CASSAVA IN A HILLY AREA

BACHELOR OF SCIENCE IN AGRICULTURAL DEVELOPMENT EDUCATION (BSADE):

1. CABAUG	, Teresita T.	AgEduc	Completed	Complied	Submitted
	Bontoc, So. Leyte				

2. LACBO	, Thelma L.	AgExtn	Completed	Complied	Submitted
	Catbalogan, Samar				

3. LIBRES	, Maxima M.	AgEduc	Completed	Complied	Submitted
	Baybay, Leyte				

4. PAGALAN	, Zeneth V.	AgEduc	Completed	Complied	Submitted
------------	-------------	--------	-----------	----------	-----------

BACHELOR OF SCIENCE IN HOME ECONOMICS (BSHE):

1. ABREU	, Leonila M.	ElemEduc	Completed	Complied	Submitted
	Baybay, Leyte				

2. ORTEGA	, Delia J.	ElemEduc	Completed	Complied	Submitted
	Albuera, Leyte				

BACHELOR OF SCIENCE IN AGRICULTURAL ENGINEERING (BSAE):

1. PARAC	, Ildefonso D.		Completed	Complied	Submitted
	Matag-ob, Leyte				
	"Thesis"				

DESIGN, CONSTRUCTION AND EVALUATION OF A HAND-  
PUSHED SORGHUM SEED DRILLER

2. TUPAZ	, Agaton E.		Completed	Complied	Submitted
	Dulag, Leyte				
	"Thesis"				

DESIGN, CONSTRUCTION AND EVALUATION OF CACAO  
SEED-COAT REMOVER



BACHELOR OF SCIENCE IN AGRI-BUSINESS (BSAB):

LADAO	, Caridad	A.	BusMgt	Completed	Complied	Submitted
	Tacloban City					
ABINAS	, Mario	B.	BusMgt	Completed	Complied	Submitted

BACHELOR OF ANIMAL SCIENCE (BAS):

AMAT	, Nilo	T.	AnHlth	Completed	Complied	Submitted
	Sikatuna, Bohol					

BACHELOR OF SCIENCE IN FORESTRY (BSF):

ANTIGUA	, Fe	J.		Completed	Complied	Submitted
	Opol, Misamis Oriental					
MACOCO	, Hilario	B.		Completed	Complied	Submitted
	Nasipit, Agusan del Norte					
MAZ	, Alicia	C.		Completed	Complied	Submitted
	Baybay, Leyte					
MARGAR	, Marcelino	D.		Completed	Complied	Submitted
	Liloy, Zamboanga del Norte					

S U M M A R Y

I. GRADUATE PROGRAM:

MSADE ..... 1

II. UNDERGRADUATE PROGRAMS:

BSA	7
BSADE	4
BSHE	2
BSAE	2
BSAB	2
BAS	1
BSF	4
Total	22

GRAND TOTAL. .... 23



APPENDIX B

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

2 November 1983

R E C O M M E N D A T I O N

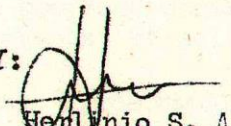
The SCHOLARSHIP COMMITTEE unanimously recommends to the ACADEMIC COUNCIL that MR. REX NOVERO BERNARDO, candidate for the degree of Bachelor of Science in Agriculture major in Plant Breeding, be awarded the academic honor of SUMMA CUM LAUDE for obtaining a general point average of 1.090 and for complying with all other requirements for the said honor stipulated in the ViSCA code.

(SGD.) ELISEO R. PONCE  
Chairman  
Scholarship Committee

ACADEMIC COUNCIL (AC) ACTION: Approved  
Date: Nov. 3, 1983

(SGD.) ANDRES F. DUATIN  
Secretary-Member  
Academic Council

A TRUE COPY:

  
Herminio S. Alaba  
OCS Clerk



APPENDIX C

Visayas State College of Agriculture  
Baybay, Leyte  
DEPARTMENT OF AGRONOMY AND SOIL SCIENCE

PROPOSAL TO REVISE AND INSTITUTE SOME  
UNDERGRADUATE AND GRADUATE COURSES

Revision of the descriptions of two undergraduate courses are proposed to delineate the subject matter being taken up at the undergraduate and graduate levels. In addition, two graduate courses are proposed for institution as additional subjects for students who will take up advance courses in Agronomy.

A. Undergraduate Courses for Revision of Course Description

1. From: Agronomy 142 - Legumes - Production, physiology, nutrition, varietal improvement, storage, and utilization.

Prerequisite: Agron. 21 - Fund. of Crop Production  
5 hours a week (2 lec., 3 lab)  
Credit: 3 units

To read: Agronomy 142 - Legumes Production - Production and management of legumes with emphasis on mungbean, peanut, and soybean

Same prerequisite, number of hours, and credit.

RATIONALE:

The content of the existing course is too broad for indepth treatment of culture and management of legumes, including physiology, nutrition, varietal improvement, storage, and utilization. The proposed course coverage shall emphasize the culture and management of selected legumes.

2. From: Agronomy 144 - Cereal Production - Culture and commercial production of cereals with emphasis on rice, corn, and sorghum including multiple cropping.

Prerequisite: Agron 21 - Fund. of Crop Production  
5 hours a week (2 lec., 3 lab)  
Credit: 3 units



**RATIONALE:**

Subject matter should not only focus on commercial production but also on small scale production because majority of our clientele are small farmer operators. This course will deal on the fundamental aspects of production. Multiple cropping should be given less emphasis in this course because Agron. 141 (Cropping Systems) gives indepth treatment of this subject matter.

**Graduate Courses for Institution**

<u>Course No.</u>	<u>Title</u>	<u>Description</u>
1. Agronomy 242	Advanced Legume Production	Recent advances and trends in legume production, including physiology, varietal improvement, and storage.
Prerequisite: Agron. 142 - Legume Production 3 hours a week (lec.) Credit: 3 units		
2. Agronomy 244	Advanced Cereal Production	Recent advances and trends in cereal production, including physiology, varietal improvement, and storage.
Prerequisite: Agron. 144 - Cereal Production 3 hours a week (lec.) Credit: 3 units		

**RATIONALE:**

Cereals and legumes are among the most important crops being grown in the Philippines; therefore, there is a need for indepth study not only of their production but also of their physiology, varietal improvement, and storage.

AC Action - APPROVED  
Date - November 3, 1983

Board Action - APPROVED  
Date - November 8, 1983



APPENDIX D

Appointments of College Personnel for Confirmation

Confirmation

A. Dept. of Plant Breeding & Ag. Botany

1. Mr. Rex N. Bernardo  
BS in Agriculture (Plant Breeding)  
ViSCA 1983  
Age: 18 yrs. old

Instructor I  
Salary: P15,264.00  
Effectivity: Nov. 1, 1983  
Status: Temporary

B. Dept. of Agricultural Development Education

2. Ms. Elnora C. Secreto  
Master of Agricultural Studies  
in Extension  
Univ. of Queensland 1982  
Age: 27 yrs. old

Instructor III  
Salary: P17,724.00 p.a.  
Effectivity: Nov. 1, 1983  
Status: Temporary

C. Dept. of Ag. Engineering & Applied Math

3. Ms. Jacqueline B. Mendoza  
BS in Statistics  
UP Diliman 1983  
Age: 21 yrs. old
4. Mr. Alex P. Tulin  
BS in Electrical Engineering  
Colegio de San Jose 1983  
Age: 23 yrs. old

Instructor I  
Salary: P15,264.00 p.a.  
Effectivity: Nov. 1, 1983  
Status: Temporary

Property Custodian I  
Salary: P8,400.00 p.a.  
Effectivity: Sept. 5, 1983  
Status: Temporary

D. Regional Coconut Research Center

5. Mr. Eutiquio E. Sudaria  
BS in Ag. Engineering  
ViSCA 1981  
Age: 26 yrs. old

Science Research Associate I  
Salary: P11,328.00 p.a.  
Effectivity: October 16, 1983  
Status: Temporary

E. Philippine Root Crops Research & Training Center

6. Mr. Dilberto O. Ferraren  
MS in Plant Genetic Resources  
Univ. of Birmingham, U.K. 1983  
Age: 24 yrs old
7. Mr. Rico O. Cruz  
MS in Agricultural Engineering  
Silsoe College, Cranefield Inst.  
of Technology 1983  
Age: 25 yrs. old

Science Research Specialist  
Salary: P14,532.00 p.a.  
Effectivity: Oct. 10, 1983  
Status: Temporary

Science Research Specialist  
Salary: P14,532.00 p.a.  
Effectivity: Oct. 14, 1983  
Status: Temporary



Office of the Director of Extension  
Station DYAC

8. Mr. Jerry B. Sudario  
General Radio Communication Operator  
Central Radio & Electronics School  
1979  
Age: 25 yrs. old

Radio Technician  
Salary: P7,608.00 p.a.  
Effectivity: Sept. 1, 1983  
Status: Temporary

9. Ms. Carmela R. Acojedo  
General Radio Communication Operator  
Cebu Polytechnic School 1981  
Age: 21 yrs. old

Radio Technician  
Salary: P7,608.00 p.a.  
Effectivity: Sept. 1, 1983  
Status: Temporary

Legal Office

10. Ms. Asteria V. Apog  
BS in Commerce  
St. Peter's College, Ormoc City  
1981  
Age: 25 yrs. old

Clerk I  
Salary: P5,382.00 p.a.  
Effectivity: Sept. 16, 1983

Upgrading of Academic Personnel

Name	Highest Degree	Present Rank	Upgraded Rank
Lucy B. Paloma	Master in Management (Agrib. Mgt.)	Asst. Instructor	Instructor IV
Lina V. Talaboc	PhD in Entomology	Asst. Professor	Associate Professor I

Effectivity: Date of completion or report to duty whichever is later but not earlier than January 1, 1983.

Note: All recommendations have been passed by the Academic Personnel Board/VISCA Selection/Promotion Board.

Designation

Dr. Eliseo R. Ponce  
PhD in Agricultural Extension  
Ohio State University

Director, Center for Social Research  
in Small Farmer Development (CSR-SFD)  
Effectivity: June 1, 1983

BOARD ACTION: APPROVED  
Date: November 8, 1983



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

October 25, 1983

MEMORANDUM:

FOR: President F. A. Bernardo  
ViSCA, Baybay, Leyte

FROM: The Chairman, CBA, ViSCA  
Baybay, Leyte

SUBJECT: Approval of Contract Award in favor of Unimasters Conglomeration, Inc., Tacloban City in accordance with the public bidding held on October 25, 1983

We would like to recommend the approval of contract award to Unimasters Conglomeration, Inc. at Tacloban City for the construction of the Agro-Reforestation Building Phase II in the amount of ONE MILLION ONE HUNDRED FORTY EIGHT THOUSAND FIVE HUNDRED PESOS (P1,148,500.00) at ViSCA, Baybay, Leyte.

All the four (4) prequalified bidders who secured bidding documents submitted their corresponding bids.

Listed hereunder are the bids submitted:

- |                                    |               |
|------------------------------------|---------------|
| 1. Codilla's Enterprises           | P2,330,877.00 |
| 2. Master Builders, Inc.           | 1,255,532.00  |
| 3. Protacio Go Enterprises         | 1,175,000.00  |
| 4. Unimasters Conglomeration, Inc. | 1,148,500.00  |

The bid of Unimasters Conglomeration, Inc. at P1,148,500.00 is the lowest and most responsive bid as shown in the following computation:

Approved Agency Estimate (AAE)	=P1,498,994.00	
+ 15%	+224,849.10	
	= 1,723,843.10	allowable range
- 30%	-449,698.20	
	= 1,049,295.80	allowable range

From the results cited above, the committee hereby recommends Unimasters Conglomeration, Inc. to be awarded for the construction of the said project.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG  
C B A Chairman

Board Action: CONFIRMED  
Date: November 8, 1983



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

November 4, 1983

MEMORANDUM:

FOR : President F. A. Bernardo  
ViSCA, Baybay, Leyte

FROM: The Chairman, CBA  
ViSCA, Baybay, Leyte

SUBJECT: Approval of Contract Award in favor of Protacio Go Enterprises, Maasin, Southern Leyte in accordance with the public bidding held on November 4, 1983

We would like to recommend the approval of contract award to Protacio Go Enterprises at Maasin, Southern Leyte for the construction of the Physical Education Building in the amount of ONE MILLION THREE HUNDRED THIRTY FIVE THOUSAND PESOS (P1,335,000.00) at ViSCA, Baybay, Leyte

All the four (4) prequalified bidders who secured bidding documents submitted their corresponding bids.

Listed hereunder are the bids submitted:

1. Protacio Go Enterprises	P1,335,000.00
2. Unimasters Conglomeration, Inc.	1,648,500.00
3. Codilla's Enterprises	2,090,870.00
4. Master Builders, Inc.	1,886,457.00

The bid of Protacio Go Enterprises at P1,335,000.00 is the lowest and most responsive bid as shown in the following computation:

APPROVED GOVERNMENT ESTIMATE =  $\frac{\text{Architect's} + \text{PPO's estimate}}{2}$

A G E =  $\frac{P1,499,767.00 + 2,039,795.00}{2}$

= P1,769,781.00

+ 15% = P2,035,248.15 allowable range

- 30% = P1,238,846.70 allowable range

From the results above cited, the committee hereby recommends Protacio Go Enterprises to be awarded for the construction of the said project.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG  
C B A Chairman

BOARD ACTION: APPROVED  
Date: November 8, 1983



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

November 4, 1983

MEMORANDUM:

FOR : President F. A. Bernardo  
ViSCA, Baybay, Leyte

FROM: The Chairman, CBA  
ViSCA, Baybay, Leyte

SUBJECT: Approval of Contract Award for filling up the site of the  
Physical Education Building

-----

We would like to recommend the approval of contract award to Progosons Construction & Development Corp. at Maasin, Southern Leyte for filling up the site of the Physical Education Building in the amount of NINETY FIVE THOUSAND PESOS (P95,000.00) at ViSCA, Baybay, Leyte.

Listed hereunder are the bids submitted:

1. Codilla's Enterprises	P 98,000.00
2. Progosons Const. & Dev. Corp.	95,000.00
3. Unimasters Conglomeration, Inc.	119,200.00
3. Jojo General Const. Inc.	195,000.00

The bid of Progosons Const. & Dev. Corp. at P95,000.00 is the lowest of the bids submitted.

From the results above cited, the committee hereby recommends Progosons Construction & Development Corporation to be awarded of the aforestated project.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG  
C B A Chairman

Board Action: APPROVED  
Date: November 8, 1983



## THE PLANNING STRUCTURE AND FUNCTIONS OF THE PLANNING UNIT OF VISCA

### I. Introduction

Development planning is associated with the conscious effort of an institution to influence, direct, and control the changes in its programs and activities over a certain period. This may mean the presence of a comprehensive plan document or simply the use of a group of plans from various departments or sectors.

ViSCA's experience with development planning has been evolutionary. Conscious planning effort has been a major area of concern as early as 1974 when ViSCA was in transition from a former school under the Bureau of Vocational Education to the status of a State College. One of the first administrative orders of Dr. F. A. Bernardo when he assumed the ViSCA Presidency was the creation of the different planning task forces to prepare the various plans and programs of the College. Few months later, he created the Office of the Director for Development Planning.

The work of the Planning Office and the various planning committees resulted in the preparation of plan documents which were used by ViSCA as guides in charting her programs and activities during the next 5 years. The documents consisted of 4 volumes which were as follows:

Volume I - ViSCA Development Goals and Plans for 1975-80

Volume II - Achieving Relevance Through Innovative Curricular Programs and Non-Formal Education



Volume III -- Research for Regional Agricultural and Rural Development

Volume IV -- Experimental Rural High School

In the succeeding years, the Development Planning Office continued to coordinate and monitor yearly development plans and programs of various departments and centers. When the job of the office appeared to be routinary, the Development Planning Office was merged with the Budget Office and a new unit called Budget and Planning Office was created. This new unit continued to do the consolidation of annual reports and annual development plans.

However, due to the increasing demand for expanded VISCA services, Pres. F. A. Bernardo informed the President's Advisory Council on July 21, 1983 that the Planning Unit is again created to strengthen and institutionalize College planning. This is especially necessary considering that VisCA is going to become a University very soon.

## II. The Planning Structure

The most important factor that contributes to the success of any development program is involvement of all concerned sectors from planning to implementation. Figure 1 presents the planning structure for the College/University.

### A. The President

The College/University President is the Chief policy-maker and, as such, gives basic guidelines for development planning.

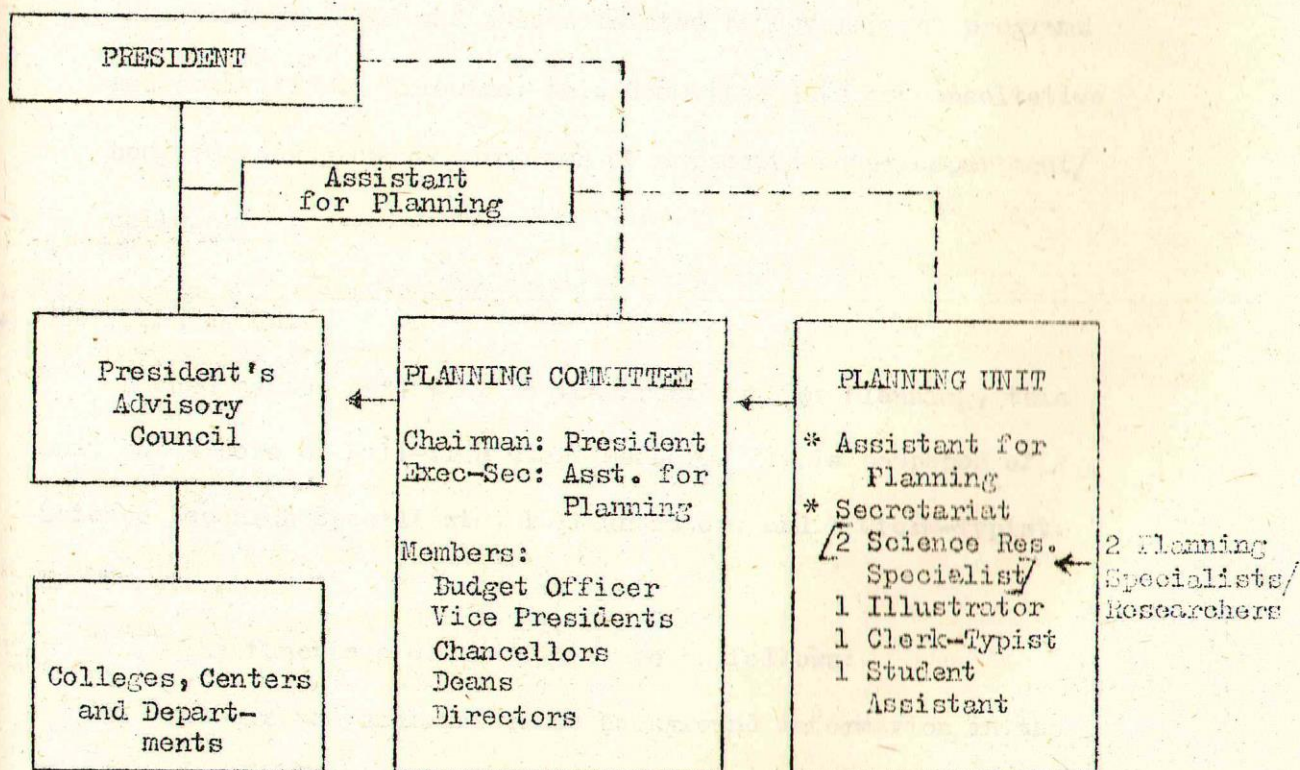


These guidelines are, of course, perceived from the University programs and are themselves responses to the needs of the service areas.

B. The Assistant to the President for Planning

The Assistant to the President for Planning shall be appointed by the Board upon the recommendation of the President. He shall assist the College/University President in undertaking institutional studies and in developing plans and programs for the institution. He also acts as the head of the Planning Unit.

Figure 1. The Planning Structure of ViSCA





C. The President's Advisory Council

This council advises the President on the directions, priorities, and guidelines to be pursued by the College/University. It shall appraise or evaluate proposals prepared by the Planning Committee.

D. The Planning Committee

This is a high-level deliberative and policy-recommending Committee. Its chairman is the College/University President and its Executive Secretary is the Assistant to the President for Planning. The Budget Officer, Vice Presidents, Deans, and Directors are members of this Committee. This Committee tackles important problems and issues related to development programs and activities. Likewise, this Committee acts as consultative body for any proposed programs of any unit/center/department/college.

III. The Planning Unit

Headed by the Assistant to the President for Planning, this unit has a core of full-time staff members. It is composed of 2 Science Research Specialists, 1 Illustrator, and 1 Clerk-Typist.

A. Functions

The functions of this unit are as follows:

1. Gathers and analyses basic background information in the service areas, including the existing programs and projects of other institutions.



2. Identifies major thrust of the institution and initiates the formulation of development plans and programs.
3. Undertakes feasibility studies on institution building and submits to the Planning Committee comments and recommendations of any projects and programs proposed.
4. Reviews project reports and recommends ways and means of improving project implementation.
5. Prepares annual reports of the College/University.
6. Reviews, analyses, and integrates budgetary requests of the different units in coordination with the Budget Officer.

B. Core Staff Requirements

<u>Number</u>	<u>Position Title</u>	<u>Annual Compensation</u>
1	Science Res. Specialist II	P16,044
1	Science Res. Specialist I	14,532
1	Illustrator II	11,328
1	Clerk-Typist I	5,376
1	Assistant for Planning	<del>8,400</del> 3,600 (Honorarium)

C. Budgetary Requirements (August-December 1983)

1. Personal Services

Salaries (regular items) .....	P17,460.00
Wage (Casual Employee) .....	1,760.00
Student Labor .....	750.00
Honorarium (For the Assistant for Planning) .....	3,500.00
Cost of Living Allowance .....	2,000.00
Pag-ibig .....	2,883.00
Medicare .....	150.00
GSIS Life and Retirement Insurance Premium .....	<u>8,293.00</u>
Sub-Total .....	P36,796.00





- 6 -

2. Maintenance and Operating Expenses

Supplies and Materials .....	P 7,500.00
Traveling Expenses .....	15,000.00
Repair and Maintenance of office equipment .... and furnitures .....	1,500.00
Other Services (Printing of the ViSCA 1983 annual report and the 5-year dev. plan) ....	<u>33,000.00</u>
Sub-Total .....	P57,000.00

3. Equipment Outlay

1 unit bicycle .....	P 1,000.00
1 unit Steel Cabinet for filing .....	700.00
1 unit Cassette Tape Recorder .....	1,200.00
1 unit Calculator .....	<u>300.00</u>
Sub-Total .....	P 3,200.00
GRAND TOTAL .....	<u>P96,996.00</u>