

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte



APPROVED
MINUTES OF THE 61st (SPECIAL) MEETING OF THE VISCA
BOARD OF TRUSTEES HELD ON AUGUST 17, 1984
AT THE MECS CONFERENCE ROOM
PALACIO DEL GOVERNADOR
PORT AREA, METRO MANILA

DECISIONS/AGREEMENTS MADE BY THE BOARD OF TRUSTEES
ON ITS 61ST MEETING

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BOARD OF TRUSTEES HELD ON AUGUST 17, 1984.
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PORT AREA, METRO MANILA

Present:

Dr. Vedasto G. Suarez	Presiding	5
Asst. Minister		6
Minister of Education, Culture and Sports		7
		8
Hon. F. A. Bernardo	Vice Chairman	9
President		10
Visayas State College of Agriculture		11
Mr. Remegio Mercado (Represented Hon. Jose M. Lawas)		12
Supervising Economic Development Specialist		13
NEDA, Pasig, Metro Manila		14
Mr. John S. Imlan	Representative	15
PASUC, MECS		16
Metro Manila		17
Prof. Andres F. Duatin	Secretary	18
College Secretary		19
ViSCA		20

Call to Order:

Dr. Vedasto G. Suarez, designated presiding officer, called the 21

meeting to order at 3:01 p.m. 22

I. Preliminary Matters: 23

A. Approval of Agenda 24

The Board approved the agenda as amended. 25

B. Brief Report of the College President 26

1. Prime Minister Virata and UP Pres. Angara: Guests at ViSCA 27

Anniversary 28

Pres. Bernardo gladly informed the members of the ViSCA Board: 29

of Trustees that Prime Minister Virata and UP Pres. Angara accepted 30

ViSCA's invitation for them to be the guest speakers during this 31

32

year's celebration of the College's anniversary. **Prime** 1
Minister Virata shall deliver the anniversary address while UP Pres. 2
Angara will give the inspirational message. 3

Pres. Bernardo also mentioned that three other UP staff members 4
shall be accompanying the UP president. The Board sanctioned their 5
attendance to the anniversary as college guests. 6

2. ViSCA Library, Phase III, Construction Completed 7

Construction of the ViSCA library building, Phase III, had just 8
been completed. Ready for occupancy, the new college library will 9
be open for the students and staff members in a few months. 10

3. Social Hall and Bachelorettes Buildings Nearing Completion 11

It was reported that the construction of the 20-bed-capacity 12
quarters for bachelorettes and 700-sitting-capacity social hall were 13
nearing completion. Finishing touches, such as painting, were all 14
that were needed at the bachelorettes quarters while installation 15
of airconditioning units was being done at the Social Hall to 16
complete the work. 17

4. Agro-Forestry Building, Phase II Completed 18

Construction of the second phase of the agro-forestry building 19
was completed. This section of the building houses most of the 20
classrooms for Forestry. 21

Approval of the Minutes of the Previous Meeting 22

The minutes of the meeting held last July 2, 1984 were approved 23
with the following corrections: 24

Page 3, line 3--"the" corrected to read: "he"; and line 4--"can 25
not" to "cannot". 27

III. Matters Arising from the Approved Minutes

1. Printing of the book on institution building of ViSCA

Pres. Bernardo told the Trustees that printing of the book on the ViSCA history and institution building could not be accomplished in August as reported earlier. He lamented his inability to finish his book earlier.

2. Merit Increase for the College President

Dr. Suarez, the designated presiding officer, expressed his desire that the Board-approved merit increase for the ViSCA college president be pursued and so he reiterated his inquiry as to what office should issue the order. As an indirect answer, Mr. Imlan produced copies of the notice of salary adjustment of a certain university president which was signed and issued by the Minister of the MECS, Dr. O. D. Corpuz.

With that as precedent, the Board decided that the Board Secretary provide the needed data/information to be given to Mr. Imlan who shall attend to the preparation of the notice of salary adjustment. The suggestion was well taken.

3. Implementation of the Staff Housing Development Plan

Regarding the implementation of the approved staff housing development plan, the college President promised to present the guidelines in the next Board meeting.

IV. For Approval/Ratification/Confirmation

A. Administrative Matters

1. Establishment of a Trust Fund to Finance the ViSCA

Administrative Staff Development

It was recommended that the amount of four hundred sixty

thousand pesos (P460,000.00) from interest earnings of research grants be allocated as trust fund to finance the approved administrative staff development program.

After some verifications which were adequately answered by the College President, the Board passed:

Resolution No. 43, s. 1984

Allowing the establishment of a trust fund in the amount four hundred sixty thousand pesos (P460,000.00) to be transferred from the interest earnings of the research grants, this to be deposited in a government-approved depository bank, the interests of which be spent to finance the implementation of the ViSCA administrative staff development program, such expenditure to be approved by the College President or his duly authorized representative, subject to OBM clearance and COA rules. Appendix A

Approved

2. Operation of CSSH under VIFARD

An ad hoc committee headed by Dr. Federico Flores and with Mr. Abiera, the ViSCA resident auditor as member, reviewed the CSSH operations in UPLB and recommended that the ViSCA CSSH be operated under VIFARD on the following conditions:

1. That the ViSCA Board of Trustees approve that the supplies, materials and equipment originally purchased by ViSCA be donated as initial capital to VIFARD so that the amount can be put to a greater beneficial use with the end view of attaining cost reduction objectives and simplification of procedures through the elimination of unnecessary steps and requirements in the procurement of supplies and materials for research projects.
2. That the CSSH managed by VIFARD be considered as a sole distributor of laboratory supplies, materials in ViSCA and to request the COA Chairman to waive the requirements of canvass/bidding for laboratory supplies and materials purchased from the CSSH subject to the following conditions:
 - a. that the CSSH furnish the price lists of laboratory, materials and equipment available in stock to the auditor every three months.

- b. that the CSSH purchase its laboratory supplies and materials from sole distributors and/or manufacturers 1
- c. that prices are reasonably comparable with other distributors whose business is similar to that of CSSH 2 3 4
- d. that stock position sheet, inspection report and letter order are required to support the claim 5 6
- e. that the internal auditor of the CSSH shall be from the internal control unit of the college 7 8
- f. that the items for resale are limited only to laboratory supplies. Items obtainable from hardware and electrical stores are excluded. Ex. electric fan, cooking utensils, carpentry tools etc. 9 10 11 12

Pres. Bernardo explained that ViSCA is adopting UPLB's practice of running its CSSH which has been successfully operating for years now and proved helpful in the research thrusts of that prestigious agricultural university. 13 14 15 16

Invoking UPLB's precedence, the Board passed: 17

Resolution No. 44-A, s. 1984 18

Allowing the transfer of all the scientific supplies, materials and equipment purchased by ViSCA to serve as capital stock of VIFARD to enable the foundation effectively assist the College in the implementation and conduct of its research programs and projects. Appendix B 19 20 21 22 23 24

Approved 25

Resolution No. 44-B, s. 1984 26

Supporting the proposal that the Central Scientific Supply House (CSSH) at ViSCA, managed by ViSCA Foundation for Research and Development, be considered as the sole distributor of laboratory supplies and materials in ViSCA and recommending that the College request the COA to waive the requirements of canvass/bidding for laboratory supplies and materials purchased for the CSSH, subject to the following condition: 27 28 29 30 31 32 33 34

- a. that the CSSH furnish the price lists of laboratory material and equipment available in stock to the auditor every three months. 35 36 37

- b. that the CSSH purchase its laboratory supplies and materials from sole distributors and/or manufacturers 1
2
- c. that prices are reasonably comparable with other distributors whose business is similar to that of CSSH 3
4
- d. that stock position sheet, inspection report and letter order are required to support the claim 5
6
- e. that the internal auditor of the CSSH shall be from the internal control unit of the college 7
8
- f. that the items for resale are limited only to laboratory supplies. Items obtainable from hardware and electrical stores are excluded. Ex. electric fan, cooking utensils, carpenter tools etc. 9
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11
12

Appendix B 13

Approved 14

3. Appointment of Personnel 15

The appointments presented consisted of two (2) appointees under recruitment and one (1) for upgrading of position, as follows: 16
17

a. Recruitment 18

Resolution No. 45-A, s. 1984 19

Approving the appointment of: 20

1. Engr. Manolo B. Loreto, as temporary Instructor at P21,264.00p.a., effective July 1, 1984; and 21
22
2. Mr. Emmanuel C. Canillas, as temporary Instructor at P16,860.00 p.a., effective July 1, 1984. 23
24

Passed by the ViSCA Academic Personnel Board. 25

Appendix C 26

Approved 27

Resolution No. 45-B, s. 1984 28

Upgrading the position title or academic rank of 29
Mr. Ruben B. Mercado from Instructor VII to 30
Assistant Professor III, effective upon Board 31
approval. Appendix C 32

Approved 33

4. ViSCA Awards in 1984

1

The ViSCA awardees this year, to be recognized in a fitting
ceremony on August 25, 1984 at ViSCA, include the following categories:

2

3

1. Outstanding Alumni Award

4

2. Outstanding Faculty Award

5

3. Distinctive Achievement Award

6

4. Length of Service Award

7

This proposal requires Board recognition. Appendix D

8

The Board passed:

9

Resolution No. 46, s. 1984

10

Recognizing the accomplishment and contribution
of those people enumerated in the proposal (Appendix D)
and approving the giving of awards in a fitting ceremony
to coincide with the celebration of the College Anniver-
sary in August this year, to wit:

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12

13

14

15

A. Awards

16

Recipient

Award

17

1. Atty. Joaquin Chung, Jr.

Outstanding Alumni Award

18

2. Dr. Emiliana N. Bernardo

Outstanding Faculty Award

19

3. Dr. Alice S. Go

Distinctive Achievement Award

20

4. Dr. Federico R. Flores

Distinctive Achievement Award

21

5. Dr. Florencio A. Saladaga

Distinctive Achievement Award

22

6. Benjamin T. Romualdez

ViSCA Sandigan Award

23

7. Francisco S. Tantuico, Jr.

ViSCA Sandigan Award

24

B. Certificate - Length of Service at ViSCA

25

Name of Staff

1st Day of Service

No. of Yrs.

26

1. Mr. Alfredo R. Florendo

Nov. 23, 1959

24 $\frac{1}{2}$

27

2. Dr. Wilfredo F. Floresca

Mar. 8, 1960

24

28

3. Mr. Jaime B. Pascual

May 24, 1960

24

29

4. Mr. Melecio B. Abogadie

Jun 16, 1960

24

30

5. Ms. Avelina C. Floresca

Aug 11, 1960

24

31

6. Prof. Veronico S. Subere

Aug 22, 1960

24

32

7. Prof. Richard T. Agbisit

Oct 17, 1960

24

33

8. Prof. Iluminada C. Abihay

Feb 2, 1960

23 $\frac{1}{2}$

34

9. Ms. Linda S. de la Rosa

Jul 1, 1961

23

35

10. Mr. Zosimo I. Valenzona

Apr 19, 1963

21

36

11. Ms. Juanita V. Montesclaros

Aug 21, 1963

21

37

12. Mr. Jose B. Soria

Jan 16, 1964

20 $\frac{1}{2}$

38

13. Prof. Andres F. Duatin	Feb 11, 1964	20 $\frac{1}{2}$	1
14. Prof. Lilia Y. Duatin	Mar 2, 1964	20	2
15. Ms. Fe C. Pascual	Aug 15, 1964	20	3
16. Ms. Tempora V. Pagalan	Aug 29, 1964	20	4

Appendix D 5

Approved 6

Other Matters: 7

A. Administrative 8

1. Upgrading of Position 9

The proposal recommended the upgrading of the position title of Mr. Sixto P. Sandoval from Administrative Assistant to Management Specialist, to take effect upon approval. Appendix E 10
11
12

There being no objection, the Board passed: 13

Resolution No. 47, s. 1984 14

Confirming the upgrading of the position title of Mr. Sixto P. Sandoval from Administrative Assistant to Management Specialist, effective upon approval. Appendix E 15
16
17
18

Approved 19

2. Allotment of P250,000.00 from Research Fund Interest for the 20

Capitalization of the CSSH 21

It was proposed that the amount of P250,000.00 to be taken from research fund interests, be allocated for the capitalization of the VISCA CSSH. 22
23
24

Pres. Bernardo informed the Board that he had presented this plan to the COA chairman who in turn, advised him to get Board approval. 25
26

Appendix F 27

After some questions, the Board passed: 28

Resolution No. 48, s. 1984

Approving the proposal to allocate P250,000.00
for the capitalization of the CSSH, the amount to be
taken from research fund interests, subject to COA
rules. Appendix F

Approved

3. Construction of the PRCRTC Conference-Seminar Building by
Administration

It was recommended that the construction of the PRCRTC seminar-
conference building costing some P800,000.00, including labor be by
administration.

There being no objection, the Board passed:

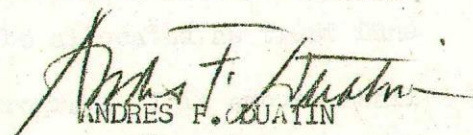
Resolution No. 49, s. 1984

Approving the construction by administration
of the PRCRTC conference-seminar building costing
some P800,000.00, including labor, subject to
COA rules and regulations.

Approved

There being no other matter to be discussed, the acting presiding
officer, adjourned the meeting at 3:57 p.m.

Certified True & Correct:


ANDRES F. QUATIN
Secretary

Attested:

Dr. VEDASTO G. SUAREZ
Designated Presiding Officer

Proposal: ESTABLISHMENT OF A TRUST FUND OUT OF THE INTEREST
EARNING FROM RESEARCH GRANTS TO FINANCE
THE ADMINISTRATIVE STAFF DEVELOPMENT
PROGRAM OF THE COLLEGE

Rationale:

Staff development in an educational institution is a continuing process. The need for a well informed and better trained staff members who can keep abreast with current developmental changes is a basic requirement of a College. It is for this reason that ViSCA has adopted a policy to continually train its staff through formal and non-formal means.

While the academic staff development program of the College is supported with funds appropriated for the purpose by the Office of Budget and Management, such appropriation is rarely available to finance the development program for administrative staff. To meet the financial requirements of the Administrative Staff Development Program of ViSCA, the proposed scheme of raising the needed amount is herewith submitted for approval.

Initial Source and Transfer of Funds:

The amount of Four Hundred Sixty Thousand Pesos (P460,000.00) from interest earnings of research grants be allocated as trust fund for the Administrative Staff Development Program. This amount shall be transferred from research grant interest earnings to Trust Fund for the Administrative Staff Development Program.

PAC ACTION: Approved

Date: July 27, 1984

BOARD ACTION: Approved

Date: Aug. 17, 1984

Proposal to Establish a Trust Fund . . . cont'd.)

Management of the Trust Fund:

The initial amount of Four Hundred Sixty Thousand Pesos (P460,000.00) shall be directly managed by the Administrative Staff Development Committee. It shall be deposited in a government approved depository bank as Trust Account. Only the interest of such trust fund can be spent for the Administrative Staff Development Program of ViSCA upon approval of such expenditure by the President of the College or his authorized representative.

The interest earning of the Trust Fund shall be spent following existing Auditing rules and regulations. An annual program of expenditures shall be submitted by the Administrative Staff Development Program Committee to the College President for approval before any part of the interest earning of the Trust Fund is spent. Furthermore, the approved guidelines for the implementation of the Administrative Staff Development Program shall be observed in the selection of grantees and the subsequent payment of school fees, stipend and other expenses of the selected beneficiaries of the staff development program.

6 August 1984

Dr. Federico R. Flores
Mr. Sergio Abenio
Auditor Alberto M. Abiera
ViSCA Campus

Dear Dr. Flores, Auditor and Mr. Abenio

Thank you for your letter of August 3, 1984 and the recommendations you have made regarding the operations of CSSM under VIFARD for the benefit of ViSCA. I am pleased to inform you that I approve of all your excellent recommendations.

By a copy of this letter, I am assigning Prof. Andres F. Duatin to prepare all the follow-up communications to the ViSCA Board of Trustees and Chairman Francisco S. Tantuico.

With best regards.

Very truly yours,

(Sgd.) F. A. BERNARDO
President

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

August 3, 1984

Pres. Fernando A. Bernardo
VISCA, Baybay, Leyte

Sir:

We are submitting our observation of the Central Scientific Supply House (CSSH) in UPLB currently managed by the UPLB Development Foundation. The recommendations at the last section of this report are the result of the knowledge we learned from UPLB.

The offices we visited on July 27, 1984 were the CSSH and Commission on Audit. Our observations were gathered through conversations and interview with the manager and the resident auditor and his assistant.

At the CSSH

There are 12 employees of the supply house under a manager. It has its own bookkeeper, price controller, stockman, and salesman. While the other position are normally found in most business concerns, that of the price controller is quite an innovation. The function of the price controller is to keep records of all purchases and determines the prices of items for sale. The prices are determined by supply market forecasts and trends. In accomplishing this important function, the person occupying the office is well informed of price changes, specification and sources of laboratory supplies and materials.

The internal auditor of UPLB is also the auditor of CSSH.

The CSSH was initially funded by a grant from the Ford Foundation. The original purchases were canvassed and audited. However, succeeding purchases were no longer canvassed nor audited. (Please see certification of the manager) In withdrawing supplies and materials from the CSSH, researchers and other end-users have to present an approved requisition issue voucher and a certification from the accountant to the effect that funds are available for that particular purpose. The CSSH management bills requesting colleges, departments or research projects later. Apparently, no canvass and abstract of quotation are prepared by the requisitioners. Only a letter order, stock position sheet and inspection report are required

by the resident auditor in processing claim for payment of laboratory chemicals, supplies and equipment procured from the CSSH. We inquired the basis for waiving those auditing requirement and it appears that there is none except for some internal agreement entered into by UPLB and the resident auditor.

At the UPLB COA

Again we inquired of any legal basis for waiving the requirement to canvass/bidding, abstract of quotation, etc. by the auditor of laboratory supplies and materials purchased from CSSH. The newly assigned auditor having no knowledge about the transaction, called his assistant to answer the questions. The assistant resident auditor could not specifically pinpoint any memorandum or circular except that it was allowed and subsequently included in the policy of UPLB that purchases of laboratory materials shall be through the CSSH.

RECOMMENDATIONS

1. The ViSCA Board of Trustees shall make a resolution approving that the supplies, materials and equipment originally purchased by ViSCA be donated as initial capital to ViFARD so that the amount can be put to a greater beneficial use with the end in view of attaining cost reduction objectives and simplification of procedures through the elimination of unnecessary steps and requirement in the procurement of supplies and materials for research projects
2. We further recommend that the CSSH managed by ViFARD be considered as a sole distributor of laboratory supplies materials in ViSCA and to request the COA Chairman to waive the requirements of canvass/bidding for laboratory supplies and materials purchased from the CSSH subject on the following conditions:
 - a. that the CSSH furnish the price lists of laboratory, material and equipment available in stock to the auditor every three months.
 - b. that the CSSH purchase its laboratory supplies and materials from sole distributors and/or manufacturers.
 - c. that prices are reasonably comparable with other distributors whose business is similar to that of CSSH

- d. that stock position sheet, inspection report and letter order are required to support the claim
- e. that the internal auditor of the CSSH shall be from the internal control unit of the college.
- f. that the items for resale are limited only to laboratory supplies. Items obtainable from hardware stores and electrical stores are excluded. Ex. electric fan, cooking utensils, carpenter tools etc.

We hope for your favorable action on the recommendations.

Very truly yours,

(Sgd.) FEDERICO R. FLORES

(Sgd.) ALBERTO M. ABIERA

(Sgd.) SERGIO ABENIO

Note:

While negotiated purchase might result in better bargains, expediency and economy, such may only be an exception rather than the rule, because under ordinary circumstances, fair competition in the market tends to lower prices.

Law on Public Bidding and
Government Contracts

Appointments of College Personnel for ConfirmationI. RecruitmentA. Dept. of Agric'l. Engineering & Applied Math

- | | |
|--------------------------------|---------------------------|
| 1. Engr. Manolo B. Loreto | Instructor |
| Master of Engineering | Salary: P21,264.00 p.a. |
| Asian Inst. of Technology 1983 | Effectivity: July 1, 1984 |
| Age: 26 yrs. old | Status: Temporary |
| 2. Mr. Emmanuel C. Canillas | Instructor |
| BS in Ag. Engineering | Salary: P16,860.00 p.a. |
| ViSCA 1984 | Effectivity: July 1, 1984 |
| Age: 22 yrs. old | Status: Temporary |

II. Upgrading/Reclassification

- | | |
|-------------------------|------------------------------|
| 1. Mr. Ruben B. Mercado | Assistant Professor III |
| MAgr. UPLB | Effectivity: Upon approval |
| | Present Rank: Instructor VII |

The 1984 Awards Committee
60th Anniversary
Visayas State College of Agriculture

August 6, 1984

Dr. F. A. Bernardo
President, ViSCA
Baybay, Leyte

S i r :

The Committee to screen nominees for the Outstanding Alumni Award and to nominate candidates for the Outstanding Faculty Award, ViSCA 60th Anniversary, recommends:

Atty. Joaquin Chung, Jr. for the Outstanding Alumni Award

Dr. E. N. Bernardo for the Outstanding Faculty Award

Atty. Chung, Jr. has been selected for his apparent influence on the shape and direction of contemporary Philippine political and economic life; Dr. E. N. Bernardo, for her missionary efforts at strengthening and transforming the ViSCA faculty as a primary manpower force to reckon with in Philippine agricultural development.

The Committee also recommends that Special Citation for Distinctive Achievements be awarded to the following faculty:

Dr. A. S. Go - DAL

Dr. F. R. Flores - ERHS, RTC-RD

Dr. F. A. Saladaga - DPBAB

We suggest a committee to draft the citations for these awards. Thank you for your confidence.

Very truly yours,

(SGD.) R. S. RAROS

(SGD.) J. S. TAN

(SGD.) V. A. QUITON

Length of Service at ViSCA

<u>Name of Staff</u>	<u>First Day of Service</u>	<u>Number of Years</u>
1. Mr. Alredo R. Florendo	November 23, 1959	24 $\frac{1}{2}$
2. Dr. Wilfredo F. Floresca	March 8, 1960	24
3. Mr. Jaime B. Pascual	May 24, 1960	24
4. Mr. Melocio B. Abogadie	June 16, 1960	24
5. Ms. Avolina C. Floresca	August 11, 1960	24
6. Prof. Veronico S. Subere	August 22, 1960	24
7. Prof. Richard T. Agbisit	October 17, 1960	24
8. Prof. Iluminada C. Abihay	February 2, 1960	23 $\frac{1}{2}$
9. Ms. Linda S. de la Rosa	July 1, 1961	23
10. Mr. Zosimo I. Valenzona	April 29, 1963	21
11. Ms. Juanita V. Montesclaros	August 21, 1963	21
12. Mr. Jose B. Soria	January 16, 1964	20 $\frac{1}{2}$
13. Prof. Andres F. Duatin	February 11, 1964	20 $\frac{1}{2}$
14. Prof. Lilia Y. Duatin	March 2, 1964	20
15. Ms. Fe C. Pascual	August 15, 1964	20
16. Ms. Tempora V. Pagalan	August 29, 1964	20

ViSCA Sandigan Award

1. Benjamin T. Romualdez
2. Francisco S. Tantuico, Jr.

RATIONALE FOR UPGRADING OF POSITION FROM
ADMINISTRATIVE ASSISTANT TO MANAGEMENT SPECIALIST

Mr. Sixto P. Sandoval, the Administrative Assistant who used to serve also as private secretary of the undersigned, had been occupying the same position for the last 10 years in ViSCA. After obtaining the degree of Master of Business Administration from the University of the East in 1983, he was given larger responsibilities in administrative and management work. His responsibilities now are as follows:

1. Maintain an on-call assistance relationship with the President's Office, Office of the Vice President, etc., for policy making assignments and decision making involvement concerning the operations and management affecting aforementioned offices.
2. Review and undertake management analysis of business and administrative operations in offices.
3. Provide technical and managerial support and coordinate with various offices in the reporting, billing, payment, etc., of supplies, materials, services, etc.
4. Analyze, design and recommend policy/procedure in the control of financial and administrative matters in terms of proper management practices.
5. Review and approve SIV's, report of waste materials, and project reports.
6. Perform other tasks assigned by the College President and the Vice President.

Since 1983, Mr. Sandoval has been doing an excellent job.

In view of these greater responsibilities in administrative work and management analysis, it is strongly recommended that Mr. Sandoval's position be upgraded from Administrative Assistant to Management Specialist.

(SGD.) F. A. BERNARDO
President

BOARD ACTION: Approved: August 17, 1984

ALLOTMENT OF P250,000.00 FROM RESEARCH FUND INTERESTS
FOR THE CAPITALIZATION OF THE CSSH

Rationale

The CSSH has been serving the various technical departments of the College with whatever scientific supplies that had been purchased and turned over to this supply house, without the needed capital in order to function efficiently and effectively.

At present, some amount had been realized from research fund interests. This is one possible source of funds for the capitalization of the ViSCA CSSH; hence, the following proposal:

Proposal

It is proposed that the amount of P250,000.00, to be taken from research fund interests, be allocated for the capitalization of the ViSCA CSSH, effective upon Board approval.

PAC Action: Approved

Date: July 27, 1984

BOARD ACTION: Approved

Date: Aug. 17, 1984