

Republic of the Philippines  
VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

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MINUTES OF THE 12TH BOARD OF TRUSTEES MEETING  
HELD ON APRIL 19, 1976, AT THE ASSISTANT SECRETARY'S  
CONFERENCE ROOM, DEC, MANILA  
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VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte



MINUTES OF THE 12TH BOARD OF TRUSTEES MEETING  
HELD ON APRIL 19, 1976, AT THE ASSISTANT SECRETARY'S  
CONFERENCE ROOM, DEC, MANILA

PRESENT:

Hon. Vedasto G. Suarez Assistant Secretary, DEC	- Acting Chairman
Hon. Lauro A. Castillo District Officer Bureau of Lands	- Member
Hon. Rufino D. Ayaso, Jr. Provincial Agriculturist, BAEx	- Member
Hon. Cledualdo B. Perez, Jr. Dean, UPLB	- Member
Hon. Fernando A. Bernardo President, ViSCA	- Member

OTHERS PRESENT:

Dr. Cesar C. Jesena, Jr.  
Vice President for Development  
& External Affairs, ViSCA

Dr. Samuel S. Go  
Director of Development Planning, ViSCA

Prof. Susano C. Faelnar  
College Secretary, ViSCA

ABSENT:

Hon. Jesus C. Alix Director, BAEcon	- Member
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Acting Chairman Suarez called the meeting to order at  
12:45 p.m.

Before the minutes of the previous meeting had to be taken  
into consideration, President Bernardo made known to the Board



the presence of Dr. Samuel S. Go who had been designated Officer-in-Charge of ViSCA for the duration of his official trip to Peking. In behalf of the Board members, Acting Chairman Suarez recognized Dr. Go's attendance at this meeting.

1     I.       On motion duly seconded, the Board confirmed the minutes  
2       of the meeting on March 25, 1976 with the following modifica-  
3       tions: (1) Page 2, line 2 -- corrected the spelling of "opened"  
4       to "opined"; line 3 -- deleted "for" after the word "proposed";  
5       (2) Page 3, lines 13 & 14 -- inserted "confidential" after  
6       the word "certain", cancelled the phrase "about his morality"  
7       and placed a period after "questions".

8     II.       With respect to matters arising from the approved minutes,  
9       Acting Chairman Suarez reminded Vice-President Jesena, Jr. to  
10       be ready with the Jeep Plan proposal that was approved in  
11       principle. In addition, he suggested that subsequent minutes  
12       of the Board be typewritten double-space.

13    III.   Budgetary Matter

14       The members went over the items of the proposed budget  
15       for the 1976 Summer Vacation Classes. In reply to the queries  
16       of Acting Chairman Suarez whether the Acting Librarian is  
17       qualified and that of Board Member Perez the reason behind  
18       adopting two modes of paying the professors and instructors  
19       their honoraria (hourly rate and 75% of the basic monthly  
20       salary) during summer, President Bernardo answered the former



1 negatively and apprised the latter on the ground for resorting  
2 to the two schemes of payment. Acting Chairman Suarez  
3 remarked that budget-wise, the proposal is a self-liquidating  
4 project. On the other hand, President Bernardo informed the  
5 Board that any excess of this budget will go to the general  
6 fund.

7 On motion duly seconded, the Board passed:

8 BOARD RESOLUTION NO. 14. s. 1976

9 Approving in toto the 1976 Summer Vacation Classes  
10 budget. (Appendix A)

11 IV. Personnel Matters

12 A. Appointments

13 Acting Chairman Suarez read one by one the names of  
14 additional appointments of personnel for comments. There-  
15 upon, Board Member Perez asked for a clarification concern-  
16 ing the difference between the salary rate of Mr. Edilberto  
17 Nasayao in the Department of Forestry and that of Mr.  
18 Nestor Gloria of the Department of Agronomy and Soils.  
19 President Bernardo disclosed that the Department Chairman  
20 usually recommends the salary rates for instructors  
21 depending on the availability of positions and seeing to it  
22 that a balance is maintained within the department. He  
23 further added that as far as Mr. Gloria is concerned,  
24 this staff member who is a new BS graduate with major in  
25 agronomy and whose background is teacher-training will only



1 assist a senior staff member; whereas, Mr. Nasayao,  
2 although just a year ahead of the former, is really a  
3 forester; hence, the higher salary rate given the latter;  
4 especial consideration is also given to the fact that  
5 qualified recruits along this line are not readily avail-  
6 able.

7 On motion duly seconded, the Board passed:

8 BOARD RESOLUTION NO. 15, s. 1976

9 Deleting the phrase "FOR APRIL, 1976" of the heading  
10 and noting the appointments made by the College President  
11 per Board Resolution No. 6, s. 1974 of Mr. Edilberto E.  
12 Nasayao, Mr. Nestor M. Gloria, Mrs. Paz C. Pala and Mr.  
13 Andres S. Capiral. (Appendix B).

14 B. The Board deliberated on the request of Prof. Eliseo  
15 R. Ponce relating to Mr. Alejandro Caliente's salary as  
16 Assistant Instructor I.

17 On motion duly seconded, the Board passed:

18 BOARD RESOLUTION NO. 16, s. 1976

19 Approving Prof. Ponce's request, allowing the second  
20 instead of the first step of Mr. Caliente's salary range  
21 as Assistant Instructor I; that is, from ₱5,640 to  
22 ₱5,928 per annum. (Appendix C).

23 V. Other Matters

24 The Board looked into the proposed estimated cost of  
25 travel to PRC for 17 days for Prof. Ponce and Dr. Cruz.



1 President Bernardo elucidated on the objectives of the trip  
2 in the light of integrating applied research and extension  
3 program of ViSCA. He also mentioned that the first trip to  
4 be undertaken by him will identify the areas applicable for  
5 implementation at ViSCA, while the trip of the two staff  
6 members who will leave about the middle of May will be an  
7 in-depth study of the areas previously pinpointed. Because  
8 of limited funds, only two more ViSCA staff members can make  
9 the observational study in China this year.

10 On motion duly seconded, the Board passed:

11 BOARD RESOLUTION NO. 17, s. 1976

12 Appropriating the amount of ₱17,325.00 for the trip of  
13 Prof, Eliseo R. Ponce and Dr. Adeltrudes M. Cruz to the  
14 People's Republic of China. (Appendix D)

There being no other business to be taken up, the  
meeting was adjourned at 1:18 p.m.

CERTIFIED TRUE AND CORRECT:

(SGD.) SUSANO C. FAELMAR  
Board Secretary

ATTESTED:

(SGD.) VEDASTO G. SUAREZ  
Acting Chairman



# APPENDIX A

## VISAYAS STATE COLLEGE OF AGRICULTURE Baybay, Leyte

### PROPOSED BUDGET FOR THE 1976 SUMMER VACATION CLASSES

#### SOURCE OF INCOME:

Tuition and other fees .....	<u>₱42,238.00</u> *
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#### PROPOSED OBLIGATIONS:

##### 1. Personal Services:

Honoraria of Staff Members (See itemization of personal services) ....	<u>₱29,311.00</u>
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Meal Allowance .....	4,250.00
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Student Labor .....	3,000.00
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Casual Labor .....	<u>₱4,177.00</u>
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##### 2. Maintenance & Other Operating Expenses:

##### Other Services:

Representation expenses of College President .....	1,000.00
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Bookbinding of Records .....	<u>500.00</u>
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T o t a l .....	<u>₱42,238.00</u>
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\* Represents tuition, registration and other fees for summer.



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

## ITEMIZATION OF PERSONAL SERVICES

1976 SUMMER VACATION CLASSES

DETAILS	APPROVED	REQUESTED
Honoraria of the following from April 5, 1976 to May 15, 1976:		
One (1) College Secretary at 75% of his basic salary from April 5 to May 15, 1976 less his current honorarium .....		996.00
One (1) Director of Business and Administrative Affairs at ₱15 per hour for 72 hours less his current honorarium .....		780.00
One (1) Director of Student Affairs at ₱15 per hour for 72 hours less his current honorarium .....		780.00
One (1) Superintendent of Physical Plant at ₱12 per hour for 72 hours less his current honorarium .....		594.00
One (1) Acting Librarian at ₱9 per hour for 72 hours ....		648.00
One (1) Asst. Librarian at 75% of her basic salary .....		529.00
Three (3) Instructors at 75% of their basic salaries:		
(a) Fernando Evangelio .....		607.50
(b) Lolita Liong .....		765.00
(c) Antonia Cecilia Yap .....		765.00
Five (5) Assistant Professors at 75% of their basic salaries:		
(a) Jose Juego .....		1,102.50
(b) Anunciacion Salcedo .....		1,102.50
(c) Raymundo Salcedo .....		1,102.50
(d) Cecilia Silao .....		1,102.50
(e) Barbara Ternura .....		1,102.50
Twenty-one (21) Instructors at ₱9 per hour (Total hours in parenthesis):		
(a) Trinidad Faelnar - (96) .....		864.00
(b) Justiniano Seroy - (96) .....		864.00
(c) Florenda Labus - (80) .....		720.00
(d) Ignacio Masendo - (80) .....		720.00



ation of Personal Services (Summer Classes) ...

D E T A I L S			APPROVED	REQUESTED
(e) Paciencia Milan	- (80)	.....		720.00
(f) Jimmy Rosillo	- (80)	.....		720.00
(g) Richard Agbisit	- (80)	.....		720.00
(h) Jesusito Lim	- (75)	.....		675.00
(i) Nestor Gloria	- (64)	.....		576.00
(j) Sylvan Obando	- (64)	.....		576.00
(k) Anastacio Sazon	- (64)	.....		576.00
(l) Veronico Subere	- (64)	.....		576.00
(m) Pedro Compendio	- (48)	.....		432.00
(n) Alejandro Tongco	- (48)	.....		432.00
(o) Lorenza de Pedro	- (43)	.....		387.00
(p) Elizabeth Briones	- (32)	.....		288.00
(q) Victor Briones	- (32)	.....		288.00
(r) Jose Burgos, Jr.	- (32)	.....		288.00
(s) Tomas Fernandez	- (32)	.....		288.00
Eight (8) Assistant Professors at ₱12 per hour (Total hours in parenthesis):				
(a) Phoebe Villanueva	- (96)	.....		1,152.00
(b) Nelson Esguerra	- (64)	.....		768.00
(c) Rosalinda Oro	- (64)	.....		768.00
(d) Camilo Villanueva	- (64)	.....		768.00
(e) Oscar Colis	- (48)	.....		576.00
(f) Margarito Escalante	- (48)	.....		576.00
(g) Serena Lonjas	- (32)	.....		384.00
(h) Oscar Posas	- (16)	.....		192.00
One (1) Associate Professor at ₱15 per hour for 96 hours:				
(a) Paulita Mahilum	.....			1,440.00
T O T A L				29,311.00
SUBMITTED BY:				
F. A. BERNARDO President				
* Because Dr. P. Mahilum will be busy at UPLB this summer, computation of honoraria for instructors to handle the two sections of the course will be made accordingly.				



ADDITIONAL APPOINTMENTS OF PERSONNEL

DEPARTMENT OF FORESTRY

- |                                    |                            |
|------------------------------------|----------------------------|
| 1. Mr. Edilberto E. Nasayao        | Instructor I               |
| B.S. Forestry - CMU, 1975          | ₱8,160.00                  |
| Major: Forest Resources Management | Effectivity: April 1, 1976 |

DEPARTMENT OF AGRONOMY

- |                            |                            |
|----------------------------|----------------------------|
| 2. Mr. Nestor M. Gloria    | Assistant Instructor II    |
| B.S. Ag. Ed. - VISCA, 1976 | ₱6,480.00                  |
| Major: Agronomy            | Effectivity: April 1, 1976 |

OFFICE OF STUDENT AFFAIRS

- |  |                           |
|--|---------------------------|
| 3. Mrs. Paz C. Pala                        | Library Assistant I       |
| B.S. Education - USC, 1962                 | ₱5,640.00                 |
| Major: English                             | Effectivity: June 1, 1976 |
| Minor: Library Science                     |                           |
| C.S. Eligibility: Librarian & Sec. Teacher |                           |

OFFICE OF THE COLLEGE SECRETARY

- |                                    |                          |
|------------------------------------|--------------------------|
| 4. Mr. Andres S. Capiral           | Clerk I                  |
| Secretarial Graduate - PCC, 1953   | ₱4,824.00                |
| C.S. Eligibility: Jr. Stenographer | Effectivity: May 1, 1976 |



VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

April 3, 1976

Dr. Fernando A. Bernardo  
President  
Visayas State College of Agriculture  
Baybay, Leyte

S i r :

Mr. Alejandro Caliente, who just recently joined ViSCA as Assistant Instructor I, was recommended to get the Second Step of his rank (₱5,928/annum or ₱494/month) in view of his previous salary and position. Apparently, an error was made in typing the agenda since the salary that was submitted to the Board of Trustees was Step I (₱5,640/annum or ₱470/month). In view of the foregoing, may I request for a correction of the minutes so Caliente will be able to get the correct salary.

I hope for your kind consideration and favorable action.

Very truly yours,

(SGD.) ELISEO R. PONCE

A TRUE COPY:  
4/12/76

  
SUSANO C. FAELNAR  
College Secretary



APPENDIX D

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

ESTIMATED COST OF TRAVEL TO PRC FOR 17 DAYS  
FOR PROF. ELISEO R. PONCE AND DR. ADELTRUDES CRUZ

Airplane fare: Manila-Hongkong-Manila .....	\$ 190.00
Inland transportation .....	350.00
Per diem for 17 days at \$25 per day .....	415.00
Clothing allowance .....	<u>200.00</u>
T o t a l .....	<u>\$ 1,155.00</u> vvvvvvvvvv