

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte



MINUTES OF THE 10TH BOARD OF TRUSTEES MEETING
HELD ON DECEMBER 18, 1975, AT THE PASUC OFFICE, MANILA



MINUTES OF THE 10TH BOARD OF TRUSTEES MEETING
HELD ON DECEMBER 18, 1975, AT THE PASUC OFFICE, MANILA

PRESENT:

Hon. Vedasto G. Suarez Assistant Secretary, DEC	- Acting Chairman
Hon. Jesus C. Alix Director, BAEcon	- Member
Hon. Rufino D. Ayaso, Jr. Provincial Agriculturist, BAEEx	- Member
Hon. Cledualdo B. Perez, Jr. Dean, UPLB (Represented by Dr. Florendo C. Quebral)	- Member
Hon. Fernando A. Bernardo President, VisCA	- Member

OTHERS PRESENT:

Dr. Cesar C. Jesena, Jr.
Vice-President, VisCA

Prof. Susano C. Faelnar
College Secretary, VisCA

Arch. Alfredo Lapuebla
Resident Architect, VisCA

Acting Chairman Suarez called the meeting to order at
12:37 p.m.

- 1 I. Before the members acted on the minutes of the previous
2 meeting, Board Member Alix again raised a question concerning
3 the appropriate title of the Department of Agricultural
4 Development Education which he still believes is a misnomer
5 despite the explanations of President Bernardo. To resolve
6 the discussion on the topic once and for all, the Acting
7 Chairman counseled that the College President restudy the
8 matter carefully.

9 On motion duly seconded, the Board ratified the minutes
10 of the meeting held on November 12, 1975.

1 II. On matters arising from the approved minutes, Board
2 Member Ayaso, Jr. corrected a minor typographical error
3 from "Lost" to "Los" Baños which the members concurred.

4 III. With respect to the 1st endorsement of the DEC Secretary
5 to the ViSCA College President, dated October 28, 1975, for
6 the former to continue presiding over ViSCA Board of Trustees'
7 meetings, the Board noted and approved it.

8 IV. Personnel matters:

9 A. The Board went over the ad interim appointments of
10 Dr. Marianito R. Villanueva and Prof. Paul R. Walther.
11 President Bernardo modified the name of the Center from
12 "Coconut" to "Root Crop" for which Dr. Villanueva had
13 been recommended as Acting Director. Furthermore, he
14 presented the name of Dr. Benjamin C. Mahilum as Acting
15 Director of the Coconut Research Center. Upon query of
16 the Acting Chairman relating to the notation -- Completed
17 all the requirements for the degree of Bachelor of Science
18 in Agriculture, etc. -- under the appointment of Mr.
19 Jesusito L. Lim, President Bernardo explained that gradua-
20 tion exercises at UPLB is held only at the end of every
21 school year; hence, the confirmation of Mr. Lim as a BSA
22 graduate will not come until the aforementioned time.

23 On motion duly seconded, the Board passed:

24 BOARD RESOLUTION NO. 31, s. 1975

25 Confirming the ad interim appointments of Dr.
26 Marianito R. Villanueva, including his designation as
27 Acting Director of National Root Crop Research Center;
28 Mr. Paul R. Walther as Asst. Professor IV and Dr. Benjamin
29 C. Mahilum as Acting Director of the Coconut Research
30 Center; and noting the appointments made by the College
31 President per Board Resolution No. 6, s. 1974, of Miss
32 Lutgarda H. Salares; Miss Teresa B. Ayaso; Mr. Anastacio
33 C. Sazon; and Mr. Jesusito L. Lim. (Appendix A)

APPROVED.

34 B. President Bernardo submitted for consideration the
35 request of Prof. Eliseo Ponce, in charge of the ViSCA
36 agricultural extension program, for fourteen additional
37 staff members to handle the "Leyte Kaunlaran Ng Barangay
38 Model" project of the College.

39 On motion duly seconded, the Board passed:

40 BOARD RESOLUTION NO. 32, s. 1975

41 Authorizing the College President to fill up exist-
42 ing vacancies for the Regional Abaca Research Center in

the 1975-76 approved plantilla, instead of creating new positions to accommodate the urgent request of Prof. Ponce and to detail these staff members to the agricultural extension program of ViSCA. (Appendix B)

APPROVED.

- C. In connection with the proposed ViSCA Graduate Scholarship Grant, President Bernardo elucidated on the rationale behind it. A lengthy deliberation on the subject ensued, particularly on matters pertaining to the number of grantees and the amount to be allotted, monthly stipend, book allowance, transportation and thesis expenses.

On motion duly seconded, the Board passed:

BOARD RESOLUTION NO. 33, s. 1975

Approving the proposal with some modifications and amendments as follows: (1) Length of Scholarship Grant -- delete the second sentence with respect to extension of the program; (2) Criteria for Selection -- change "B. S." to "bachelor's" in subsection a; (3) Benefit and Privileges -- Subsection a to read "A stipend of ₱700.00 a month."; subsection b to read "Book allowance of ₱300.00 a semester that is reimbursable;" subsection d -- add at the end of the clause "whichever is lower to be determined by ViSCA"; subsection e -- delete "Thesis support" and substitute "Cost of thesis preparation and reproduction not to exceed ₱1,500"; (4) Conditions pertaining to the scholarship -- subsection a -- add at the end of the clause "each semester and/or until the prescribed course work is completed"; subsection b -- at the end of the clause, add "where he studies"; subsection d -- add "except for cases covered by subsection h" at the end of the clause; (5) Classification of the Recipient -- Change "2" to "3" at the end of the second sentence. Moreover, 15 slots with an allotment not to exceed ₱150,000 per annum from funds not heretofore appropriated or chargeable to any available funds were approved, including the first three grantees, namely: Mr. Manuel Abena, Miss Galilea Viajedor, and Miss Jackie Caldez. (Appendix C)

APPROVED.

- D. With reference to a projected trip to the People's Republic of China, President Bernardo disclosed that Gov. Benjamin Romualdez wants him to go with the latter in January of next year. He likewise mentioned his plan to send three ViSCA teams for observation on the techniques employed by the Chinese rural folks pertinent to extension program, etc. with the following to compose the groups:

1st team - President Bernardo, Dr. A. Cruz and Prof. Eliseo Ponce; 2nd team - Dr. G. Gerona, Dr. P. Mahilum, Dr. E. Bernardo, Engr. M. Escalante, Prof. N. Pascual and Miss W. Alesna; 3rd team - Vice-President C. Jesena, Jr., Dr. S. Go and some government officials involved in the extension program of ViSCA. Acting Chairman Suarez signified that it would be better to consider one group at a time and felt the difficulty in securing Malacañang clearance for the trip. Nevertheless, President Bernardo was confident that since Gov. Romualdez is interested in the project, approval will not be a problem. He further recommended that an amount of ₱6,000 each to include clothing allowance for Dr. Cruz and Prof. Ponce be approved.

On motion duly seconded, the Board passed:

BOARD RESOLUTION NO. 34, s. 1975

Approving the trip of President Bernardo, Dr. A. Cruz and Prof. Ponce to the People's Republic of China with an appropriation of ₱17,000, subject to Malacañang approval.

APPROVED.

V. Student affairs:

- A. The Board went over the proposal to increase the hourly rate for student assistants.

On motion duly seconded, the Board passed:

BOARD RESOLUTION NO. 35, s. 1975

Approving the rate for student assistants from ₱0.75 to ₱1.00 per hour. (Appendix D)

APPROVED.

- B. The members looked into the proposal to charge examination fee for the ViSCA entrance/scholarship examination.

On motion duly seconded, the Board passed:

BOARD RESOLUTION NO. 36, s. 1975

Approving the proposal to charge a ₱2.00-examination fee for the ViSCA entrance/scholarship test. (Appendix E)

APPROVED.

1 VI. Other matters:

2 A. Regarding the letter of Prof. Sarah M. Ancheta
3 requesting an amount for clothing allowance of female
4 faculty and staff members, the Board discussed the merits
5 of the petition.

6 On motion duly seconded, the Board passed:

7 BOARD RESOLUTION NO. 37, s. 1975

8 Approving the purchase of clothing material direct
9 from the factory in the amount not to exceed ₱15,000.
10 (Appendix F)

APPROVED.

11 B. The Board read the request of Dir. Francisco G.
12 Bascug, increasing the meal allowance of ViSCA employees
13 rendering overtime work.

14 On motion duly seconded, the Board passed:

15 BOARD RESOLUTION NO. 38, s. 1975

16 Approving the petition of the Director of Business
17 and Administrative Services to increase the meal allowance
18 from ₱2.00 to ₱3.00 of ViSCA employees rendering overtime
19 work. (Appendix G)

APPROVED.

20 C. As to the honorarium for administrators in the
21 different ViSCA testing centers, the Board added "per
22 testing period" to the title of the proposal.

23 On motion duly seconded, the Board passed:

24 BOARD RESOLUTION NO. 39, s. 1975

25 Approving the honorarium of ₱100.00 per testing
26 period for administrators in the different ViSCA testing
27 centers. (Appendix H)

APPROVED.

28 D. The Board took into account the proposal to pay
29 honorarium to military personnel conducting ROTC instruc-
30 tion at ViSCA.

1 On motion duly seconded, the Board passed:

2 BOARD RESOLUTION NO. 40, s. 1975

3 Approving in toto the proposal to pay honorarium to
4 military personnel conducting ROTC instruction at ViSCA.
5 (Appendix I)

APPROVED.

6 E. President Bernardo put forward the plans and the
7 design for a Crop Research Center building that has to be
8 given construction priority to meet ViSCA's critical class-
9 room needs, although the edifice has been intended for
10 research purposes. He ascertained, too, that such move
11 will not in any way be in conflict with the coming World
12 Bank loan. On the other hand, Archt. Lapuebla informed
13 the Board that a P2.8 million estimate has been made for
14 the building -- this includes site development such as
15 landscaping, laying out of roads and parking areas, etc.
16 Acting Chairman Suarez suggested a negotiated contract for
17 this building to hasten completion.

18 On motion duly seconded, the Board passed:

19 BOARD RESOLUTION NO. 41, s. 1975

20 Approving the recommendation of the College President
21 to construct the Crop Research Center building at P2.8
22 million through negotiated contract with clearance from
23 proper authorities, subject to availability of funds.

APPROVED.

There being no other business to be taken up, the meeting
was adjourned at 2:15 p.m.

CERTIFIED TRUE AND CORRECT:

(SGD.) SUSANO C. FAELNAR
Board Secretary

ATTESTED:

(SGD.) VEDASTO G. SUAREZ
Acting Chairman

ADDITIONAL APPOINTMENTS OF PERSONNEL FOR NOVEMBER & DECEMBER, 1975I. Ad Interim appointments subject to approval by the Board:

NATIONAL ROOT CROP RESEARCH CENTER:

Prof. Marianito R. Villanueva	Associate Prof. II
Ph.D. '74, Texas A & M University	at P18,480.00 (Item 188 & 201)
M.S. '71, University of Hawaii	Effective: December 16, 1975
B.S. '65, University of the Philippines	
Major: Agronomy	

AGRICULTURAL DEVELOPMENT EDUCATION:

Prof. Paul R. Walther	Visiting Assistant Prof. IV
M.S. '61, Oklahoma State University	at P15,540.00 (Item 100 & 201)
Major: Poultry Science	Effective: June 1, 1976
Experience: 9 years Extension Worker	
Special Training: Extension and Rice Prod. (IRRI)	

II. Appointments as Authorized by Board Resolution No. 6, Series of 1974:

BO. INDUSTRIES & HOME ECO. EXTENSION:

Miss Lutgarda H. Salares	Research Assistant I
Bachelor of Science in Nutrition & Dietetics (B.S.N.D.)	at P5,640.00 (Item 223)
1975, University of San Carlos Cebu City	(Item 100 & 201)
	Effective: November 24, 1975
Miss Teresa B. Ayaso	Instructor I
B.S.H.T. '75, University of the Philippines	at P8,160.00 (Item 222)
Major: Foods & Nutrition	Effective: January, 1975

AGRONOMY & SOILS DEPARTMENT:

Mr. Anastacio C. Sazon	Instructor I
B.S.A. '72, VAC	at P8,160.00 (Item 13)
Major: Agronomy	Effective: January 1, 1976
Experience: 2 years Farm Management Technologist - DAR	

CROP PROTECTION DEPARTMENT:

Mr. Jesusito L. Lim	Instructor I
B.S. Agriculture, UPLB	at P8,160.00 (Item 234)
Major: Microbiology	Effective: December 16, 1975
Completed all the requirements for the degree of Bachelor of Science in Agriculture, major in Microbiology as of October 21, 1975	

BIODATA ON MARIANITO R. VILLANUEVA

Home Address: 535 Nasa Rd., #903 - A, Webster (713)
Texas 77598

Type of Work Desired: Research/Teaching or Crop Production

College or University

Information : Ph.D. '74, Texas A & M University
M.S. '71, University of Hawaii
B.S. '65, University of the Philippines
Major: Agronomy

Thesis - Performance of maize as affected by
genotype and environment.

Dissertation - Growth and nutritive quality of
coastal bermudagrass as in-
fluenced by nitrogen, irri-
gation and clipping frequency.

Member - Gamma Sigma Delta & Sigma Xi
Crop Science Society of America
American Society of Agronomy

Employment Infor-
mation

: Lockheed Electronics Co. : Support of the application
Nasa/JSC, Houston : of remote sensing of Agri.

Graduate Research Assis- : Teaching and research in
tant, Texas A & M Univ. Agronomy

Instructor, Univ. of the : Research and extension
Philippines work on Cereal crops and
legumes.

References

: Dr. Ethan C. Holt, Texas A&M University, College Station
Dr. John R. Thompson, University of Hawaii
Dr. Murray H. Milford, Texas A&M University
Dr. Virgilio R. Carangal, Int'l. Rice Res. Inst. Phil.

Additional Work
Experience

: Research Assistant, Performed Agronomic Researches
Rockefeller Founda- on corn and sorghum
tion Bangkok, Thai-
land

Agronomist, Crop production
Menzi & Co., Inc.
Philippines

RESEARCH EXPERIENCE:

June 1, 1967 - December 22, 1967: As research assistant at the National Corn and Sorghum Research Center (Rockefeller Foundation) Bangkok, Thailand:

- 1) in charge of the agronomic research which included evaluation of different plant types of corn and sorghum, screening of various herbicides on corn and sorghum and nitrogen-population study on corn.
- 2) supervised construction of a water reservoir for irrigation purposes.
- 3) assisted in breeding of corn and sorghum.

January 1968 - August 1969: Rank of Instructor, University of the Philippines, Los Banos, Philippines:

- 1) assisted in training of extension workers
- 2) supervised setting up of demonstration plots on corn and sorghum.
- 3) in charge, upland research program in an experiment station of the University.
- 4) conducted evaluation studies on corn, sorghum, soybean and other vegetable beans.
- 5) conducted studies on
 - a) planting pattern-population on Mung bean.
 - b) crop rotation involving corn, sorghum and soybean.
 - c) nitrogen-population on corn.

May 1970 - January 1971: For a M.S. thesis at the University of Hawaii, Honolulu, conducted a study on performance of 11 different varieties of corn from different origins in the United States at 3 plant populations in three different locations in Hawaii which have different environmental conditions.

April 1972 - October 1972: For a dissertation at Texas A&M University conducted a study on the effect of irrigation, nitrogen fertilization and defoliation regime on growth and nutritive quality of Coastal bermudagrass (Cynodon dactylon (L) Pers.). As a

RESEARCH EXPERIENCE (con't):

measure of growth, "growth analysis" technique was used in which relative growth rate, net assimilation rate, leaf area ratio, crop growth rate and leaf area index were determined. Nutritive quality was determined in terms of in vitro digestibility, crude protein content and amount of cell wall constituents.

Also, while at Texas A&M University, a growth chamber study was conducted on the role of residual leaves in regrowth of Kleingrass (Panicum coloratum L.). Growth analysis technique was also used to measure treatment differences.

PRESENTATION/PUBLICATION:

Performance of maize under varying plant populations as influenced by genotypes and field environment. Presented at the American Society of Agronomy meeting, Florida. Agronomy Abstract, 1972.

The influence of nitrogen fertilization and water management on nutritive quality of Coastal bermudagrass. Presented at the American Society of Agronomy meeting, Chicago. Agronomy Abstract 1974.

April 1974 - Present: As a senior scientist at the National Aeronautics and Space Administration:

- 1) investigating the applications of space technology in agricultural - agronomic and soils - research.

BIODATA ON PAUL R. WALTHER

Born in Iowa, U.S.A., 1929, presently a U.S. citizen

Married: Jean Louise Duvall, 1951. Registered Nurse, Family Life Worker

Children - 4 sons: Mark 15
Keith 12
Andrew 8
Steven 7

Education:

Farm experience - dairy, poultry, piggery, horses, garden, corn, soybeans, pasture
U.S. Navy Hospital Corps School - 20 weeks
U.S. Navy short course in photography
Bachelor Degree in Agriculture (Poultry Science), Iowa State University, 1954
Master's Degree in Agriculture (Poultry Science), Oklahoma State University, 1961
Six month trainee (rice production), International Rice Research Institute, 1966
Numerous short courses, work shops, summer school in Agricultural Extension Communications

Work Experience:

Farm experience (Iowa) - dairy, poultry, piggery, horses, sheep, garden, fruits, corn, soybeans, pasture - through High School
U.S. Navy; 2nd Class Petty Officer, Hospital Corp - 4 years (2 years stationed in Korea)
Iowa State University - Federal Extension Service, State Extension Poultryman, Assistant-Professor - 10 years (1955-1965)
Team work in area socio-economic development
4-H and other youth clubs
Annual economic study of 50 poultry farms
Consultant in establishing a \$400,000.00 Iowa State University Poultry Research Farm

Consultant to a Milan, Italy firm establishing a 100,000 laying hen poultry - 3 months
Member: Board of Directors, Bethany Hospital, Tacloban City;
Member: Philippine Sociological Society; Member - Society for International Development; Member - Board of Directors Man Power and Youth Training, Tacloban Redemptorist Parish

Leyte-Samar Rural Life Worker - 9-1/2 years

Extension education programs in far places as St. Bernard, So. Leyte, Biliran Subprovince, Catubig and Allan, Catarman, No. Samar, Quinapundan, MacArthur, Maydolong, Borongan and Oras, E. Samar and others.

Subject contents include emphasis on on-the-farm rice production, working closely with IRRI with new varieties, soil fertility identification, and intermediate mechanization, production and utilization.

Coordinating further with the Bureau of Soils, NIA, Bureau of Agricultural Extension, BPI, ACA, DLGCD, DAR, fertilizer and chemical dealers, and farmers cooperatives, Rural Banks and DBP.

Other subjects include corn, mungo, soybean production, poultry, piggery (current seminar on 50-sow piggeries in cooperation with DBP), rabbitery, communications, money management, farm safety, safe, effective insecticide use and economical fertilizer use.

The methods of work vary from consultations, work shops on both the farmer and technician level, use of hand-out bulletins, radio, newspaper, demonstrations, seed kits, farm visits, field trips, posters, slide projections and others.

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte
Agricultural Extension

December 15, 1975

The President
Visayas State College of Agriculture
Baybay, Leyte

SIR:

The development of our program in Agricultural Extension is very encouraging. The Social Laboratory is now fully covering three barrios and the adult and youth extension classes have been organized. Furthermore, the preliminary data gathering survey of the "Leyte Kaunlaran Ng Barangay Model" has been started covering five prospective towns. As expected, new problems are cropping up and these need immediate solutions if the program is to continue accelerating. Foremost among these problems is the lack of personnel.

Situation:

1. At present there are only two full-time members of the Social Laboratory staff. One is assigned as rural youth development technician and at the same time, assistant team leader for research. The other staff member is a full time rice-technician servicing three barrios with a total of 481 households.
2. There are four parttime staff members working in the project. Being fully loaded with their teaching job, the number of hours that is put into the project is minimal (usually during weekends and off-hours).
3. There is only one clerk working at the office. Her appointment and salary comes from SEARCA.
4. For the past few months, the members of the staff have been working overtime at least three nights a week to catch up with the work. In spite of this, the task environmental analysis is still 70% complete.

5. The establishment of the Leyte Kaunlaran Ng Barangay necessitates additional full time staff. The project will cover initially three (3) barrios.

In view of the foregoing justifications, I have the honor, therefore, to request that the following new positions be created. The appropriation for such items will be taken from the salary savings of the unfilled positions in the present plantilla.

Proposed Item	Position	Rank/Range	Salary (p.a.)
New	Instructor II	Step 1	P9252
New	Instructor I	Step 1	8160
New	Instructor I	Step 1	8160
New	Instructor I	Step 1	8160
New	Instructor I	Step 1	8160
New	Instructor I	Step 1	8160
New	Instructor I	Step 1	8160
New	Instructor I	Step 1	8160
New	Res. Asso. I	Step 1	8556
New	Res. Asst. II	Step 1	6480
New	Res. Asst. I	Step 1	5640
New	Res. Asst. I	Step 1	5640
New	Res. Asst. I	Step 1	5640
New	Res. Asst. I	Step 1	5640

I hope for your kind consideration and favorable action.

Very truly yours,

(SGD.) ELISEO R. PONCE

RECOMMENDING APPROVAL:

(SGD.) SAMUEL S. GO
Dir. Planning and Development

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

AGRICULTURAL EXTENSION PROJECTS
(Social Laboratory and LEKABAM)

LIST OF ADDITIONAL PERSONNEL

POSITION	SOCIAL LABORATORY	LEKABAM	TOTAL	ANNUAL SALARY/ ITEM
1. Instructor I				
1.1 Agronomy	1	1	7	P8160
1.2 Animal Husbandry	1	1		
1.3 Rural Youth (OSY)	-	1		
1.4 Rural Women	-	1		
1.5 Cottage Industries	-	1		
2. Instructor II (Team Leader)		1	1	9252
3. Research Asso. I	1		1	8556
4. Research Asst. II		1	1	6480
5. Research Asst. I	2	2	4	5640
Total	5	9	14	

ViSCA GRADUATE SCHOLARSHIP GRANT

Rationale:

With so many government and private entities competing for the services of top college graduates, ViSCA, like other schools has been encountering such difficulty in recruiting qualified and professionally trained personnel to meet its staff requirements.

This dearth of capable and qualified personnel is vitally affecting the instruction, research and extension functions of ViSCA. It has also, to a great extent delayed the implementation of certain programs, because those who have the professional training and qualification prefer to stay in the cities where they feel they have more opportunities for advancement rather than accept a job in the provinces or rural areas.

Unless ViSCA can get hold of the right people at the time they are needed, the proposed development programs cannot be implemented immediately for want of the needed personnel. Hence, it is necessary that ViSCA takes a hand in the training of its prospective staff members by sending them to graduate schools.

Proposal:

To enable this college to implement its projects according to the prepared time-table, it should offer a graduate scholarship grant which shall take care of the training of the needed personnel in selected fields of specialization based on priorities in the over-all development programs.

This shall be known as the ViSCA Graduate Scholarship Grant which shall be open to B.S. degree holders who have the capacity and scholastic qualifications for graduate studies.

1. Length of Scholarship Grant

For masteral programs, the time limit is two years including summer sessions.

2. Criteria for Selection

- a. A bachelor's degree holder preferably an honor graduate from a reputable institution
- b. Must be healthy and of good moral character
- c. Must pass a personal interview conducted by the Scholarship Committee designated by the President
- d. Must agree to specialize in the field prescribed by ViSCA and/or enroll in the school selected for this purpose
- e. Must not be above 30 years old.

3. Benefits and Privileges

Recipients of the ViSCA Graduate Scholarship Grant shall enjoy the following:

- a. A stipend of ₦700.00 a month.
- b. Book allowance of ₦300.00 a semester that is reimbursable.
- c. Tuition and other college fees upon registration.
- d. One round trip transportation expenses from ViSCA or his home town to the place of study whichever is lower to be determined by ViSCA.
- e. Cost of thesis preparation and reproduction not to exceed ₦1,500.

4. Conditions pertaining to the Scholarship

- a. Must take a full academic load each semester and/or until the prescribed course work is completed.
- b. Must maintain a semestral grade point average acceptable to the graduate school where he studies.
- c. Must not accept any kind of employment while enjoying the ViSCA graduate scholarship.
- d. Must serve ViSCA twice the length of time he enjoyed the scholarship except for cases covered by subsection h.
- e. Must sign a contract with ViSCA.
- f. Must submit a semestral progress report to the President.
- g. Must not shift to any other course or major without the written permission of the Scholarship Committee.
- h. If the recipient fails because of sickness or any reason beyond his control, he may be given another chance. However, a student who fails as a result of misconduct or for some reasons within his control, he shall be required to reimburse all expenditures incurred by ViSCA in connection with his scholarship.

5. Classification of the Recipient

The recipient of the Scholarship Grant shall not be considered an employee of ViSCA but shall be referred to as a Graduate Scholar under the sponsorship of the College. As such he shall not be entitled to any salary or promotion for the duration of his scholarship except for the benefits and privileges stated under item 3.

APPENDIX "D"

PROPOSAL TO INCREASE THE RATE FOR STUDENT ASSISTANTS
FROM ₱0.75 TO ₱1.00 PER HOUR

Rationale:

At present the Visayas State College of Agriculture is trying to help poor but deserving students by allowing them to work part-time. However, all students receive the same rate of seventy-five centavos per hour regardless of the kind of work they perform and the qualifications of the workers except the members of the band whose rate as approved by the Board of Trustees is one peso (₱1.00) per hour.

Proposal:

In order to differentiate the rates between ordinary student workers and student assistants who have to maintain a certain grade point average in order that they may be eligible for assistantships in the different departments, it is herewith proposed that the student assistants be paid ONE PESO (₱1.00) per hour, the same rate given to the students who are members of the band. This will enable poor but capable students who can not qualify under any of the scholarship grants of ViSCA to continue their studies in college.

APPENDIX "E"

PROPOSAL TO CHARGE EXAMINATION FEE FOR
THE ViSCA ENTRANCE/SCHOLARSHIP TEST

Rationale:

The Visayas State College of Agriculture is planning to increase the number of testing centers for the ViSCA Entrance/Scholarship Examination so that it will cover the entire Visayan region and at the same time attract the talented as well as the poor but deserving students who are interested in agriculture to pursue their studies in ViSCA. With the increase in the number of testing centers, the number of students who will take the test will also increase considerably and competition will be keener.

Proposal:

In this connection, it is hereby proposed that an examination fee of TWO PESOS (P2.00) be charged for the following reasons:

1. To limit partially the number of applicants by discouraging students who just want to take the test for fun or some other reason.
2. To help defray the expense for printing the application forms and perhaps the honorarium of the administrators of the testing centers.

APPENDIX "F"

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

November 2, 1975

The President
ViSCA, Baybay, Leyte

S i r :

In behalf of the lady teachers and female staff members of this College I have the honor to request the release of the amount for their clothing allowance.

Through the 3-cornered club, the design, color and kind of fabric has already been chosen and once the amount which each lady employee is entitled to is available we can go ahead and purchase the cloth.

May this request merit your kind consideration.

Very truly yours,

(SGD.) SARAH M. ANCHETA
Chairman, Uniform Committee

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 15, 1975

The Honorable
Members of the Board of Trustees
Visayas State College of Agriculture
Baybay, Leyte 7127

Gentlemen:

In an effort to compensate employees who are willing to work overtime services and considering the ban on payment for such services, I wish to request that the present overtime rate for meal allowance which is P2.00 per meal be increased to P3.00 per meal subject to the following conditions:

1. Requests for overtime services shall be subject to the approval of the President or the Director of Business and Administrative Affairs, in the absence of the President.
2. Services already rendered without the prior approval shall be considered unauthorized and shall be the responsibility of the recommending officer.
3. Payment of meal allowance shall be subject to regular accounting and auditing procedures; and
4. Services beyond office hours shall be limited to what is absolutely necessary.

I hope that this request merits your approval.

Very truly yours,

(SGD.) FRANCISCO G. BASCUG
Dir. of Bus. & Adm. Affairs

APPENDIX "H"

PROPOSAL TO PAY HONORARIUM OF ADMINISTRATORS
IN THE DIFFERENT TESTING CENTERS PER TESTING PERIOD

Rationale:

With the increase of testing centers, the delivery and processing of application forms may be delayed because of the distance and the difficulties encountered with the mails. To solve this, it is necessary to request the assistance of the administrators in the proposed testing centers to help issue, receive and process application forms, issue the necessary test permits and make arrangements for the rooms to be used during the test.

Proposal:

It is therefore proposed that the Administrators of the different testing centers be paid an honorarium of ONE HUNDRED (P100.00) PESOS a year for their services which will include the issuance and processing of application forms, collection of examination fees and issuance of test permits.

This procedure will permit speedy action on the application because the forms can be secured and acted upon immediately at the nearest testing center, thus reducing the anxiety of the applicants who have to wait for a long time if all applications have to be processed in VisCA.

APPENDIX "I"

PROPOSAL TO PAY HONORARIUM TO MILITARY PERSONNEL
CONDUCTING ROTC INSTRUCTION AT ViSCA

Rationale:

Recently, a directive from the Army Headquarters abolished the ROTC fee so that effective the first semester of this school year, the cadets were not charged ROTC fees.

As a result of this directive, ROTC instruction in ViSCA has not been regular because the military personnel assigned to conduct and supervise ROTC training did not come as scheduled, using as an excuse the distance from the headquarters in Ormoc City, the poor transportation facilities and the bad roads.

When this matter was brought to the attention of the ROTC Superintendent of the 3rd Military Area in Cebu, he explained that this is true in practically all schools because ROTC instruction is an "additional" work given to the commandant over his regular job so that very often he is constrained to forego his "additional" assignment whenever he has a reason for doing so.

Proposal:

As an incentive to the Commandant and the instructors assigned to conduct ROTC training in ViSCA, it is hereby proposed that they be given honorarium as prescribed below to be paid by ViSCA so that they will be more conscientious with their "additional" assignment and more regular in their attendance:

1. For the ROTC Commandant - P50.00 per Saturday supervisory work. If he is absent he is not entitled to his honorarium.
2. For the Tactical Officer - P40.00 per Saturday instruction subject to the same condition as the Commandant.
3. For the Administrative NCO - P25.00 to P35.00 per Saturday instruction depending on his educational qualification and performance subject to the same conditions stated above.