



REPUBLIC OF THE PHILIPPINES  
SAN ILDEFONSO, BULACAN  
BULACAN AGRICULTURAL STATE COLLEGE  
BOARD OF TRUSTEES

EXCERPT FROM THE MINUTES OF THE 74<sup>TH</sup> (3<sup>RD</sup> QUARTER OF 2016) REGULAR MEETING  
Commission on Higher Education Central Office  
25 August 2016, 9 AM

BASC LIBRARY PROCEDURES & WORK INSTRUCTION MANUAL

The Vice Chairperson explained that the College intended to present the manual first to the Academic, Research, & Extension Committee (AREC) of the Board. However, there had been no common time available for the AREC Chairperson as well as the members. Hence, he motioned to approve the manual in principle, subject to its presentation to the AREC.

In relation, Dr. Sicat emphasized the need to upgrade library facilities to include information technology (IT) channels. He observed that there are provisions in the manual pertinent to but not very specific on the use of IT. In order to bring the latest references to students, he cited the e-library concept and STARBOOKS program which the College may consider adopting.

The Chairperson agreed and suggested that the College benchmark with libraries of more advanced universities in the country especially when it comes to availment of IT support infrastructure.

There being no objection and with the motion seconded by Trustee Santos, the Board passed:

RESOLUTION 16-1092

**APPROVING IN PRINCIPLE** the *BASC Library Procedures & Work Instruction Manual of the Bulacan Agricultural State College (BASC)*, subject to the (1) inclusion of specific provisions on the use of information technology channels for student references and (2) endorsement of the Academic, Research, & Extension Committee of the BASC Board of Trustees.

Prepared by and certified true copy:

  
DESIREE AMANTE RODRIGUEZ  
Secretary

Attested:

  
Hon. GERARDO I. MENDOZA  
Vice Chairperson