

Republica of Philippines
(Republic of the Philippines)
KAGANIPAN NG EDUKASYON AT KULTURA
(DEPARTMENT OF EDUCATION AND CULTURE)
Manila

February 26, 1976

DEPARTMENT MEMORANDUM

No. 52. s. 1976

ORGANIZATION OF THE CERAMICS EDUCATION
ASSOCIATION OF THE PHILIPPINES

To the: Bureau Directors
Regional Directors
Chiefs of Services and Heads of Units
School Superintendents

1. In order to upgrade the teaching of ceramics in the public schools, school heads and representatives from ten (10) trade-technical schools and the Home Industry Training Center of the Bureau of Secondary Education, met on February 13, 1976 and formed an association of schools or institutions offering ceramics as a course called the "Ceramics Education Association of the Philippines. Inclosed is a copy of the approved Constitution and By-Laws of the Association.

2. As provided in Article II of the Constitution, the purposes of this Association are:

- a. To work for the improvement of ceramics education at all levels.
- b. To cooperate and work with agencies in the promotion of activities designed to stimulate the growth and development of ceramics as a course.
- c. To take active part in stimulating and promoting research and studies in ceramics and in the dissemination of the results of these studies.
- d. To provide services to hobbyists, industrialists, and businessmen who would like to know ceramics.

3. Elected officials of the Association were the following:

<u>Position</u>	<u>Electal Official</u>	<u>School/Institution</u>
President	Supt. Hilario Austin	Uccas Norte College of Arts and Trades
Vice-President	Supt. Avelino Asuncion	La Union School of Arts and Trades

<u>Position</u>	<u>Teacher/Officer</u>	<u>School/Institution</u>
Executive Secretary	Dr. Hilario G. Tomas	E. "Francis" Rodriguez Institute of Science and Technology
Promotions Officer	Supt. Pascual Salera	Naraina School of Arts and Trades
Auditor	Supt. Marcelino Colarand	Penzasiran School of Arts and Trades

4. In order to promote the stability and encourage the expansion of this Association, elected officials and members of the Board of Directors or their representatives are authorized to hold their meetings in Manila or at other places which may be designated by the Board at least once a month. Expenses in connection with attendance in these meetings are to be charged against local funds.

5. The annual institutional membership dues as provided in Article VII of the Constitution of the Association may be charged against local funds.

6. Letters to this Association may be addressed as follows:

Carrión Education Association
 c/o Director of Secondary Education
 Arcecor Street, Manila
 Manila

(SIGNED) JOSE L. MANGEL,
 Secretary of Education and Culture

Incl.:
 As stated

Reference:
 None

Attachment: 1 2-3-4 (D.O. 1-76)

To be indicated in the Subject Index under the following subjects:

- BOARD or COUNCIL
- Course of Study, STUDENT
- OFFICIALS
- RULES & REGULATIONS
- SCHOOLS
- SOCIETY or ASSOCIATION

CONSTITUTION AND BY-LAWS
of the
CERAMICS EDUCATION ASSOCIATION

Preamble

We, representatives of vocational schools offering courses in Ceramics, in conference in Manila on February 13, 1976, realizing the potentialities of ceramics as a major industry and as a field for employment for the youth, have decided to form this Association to promote exchange of information and cooperative action among the schools in order to upgrade ceramics education.

Article I - Name

Section 1. The name of the Association shall be "Ceramics Education Association of the Philippines" or CEAP for short.

Section 2. This Association is a national association of schools or institutions offering ceramics as a course.

Article II - Purpose

Section 1. To work for the improvement of ceramics education at all levels.

Section 2. To cooperate and work with agencies in the promotion of activities designed to stimulate the growth and development of ceramics as a course.

Section 3. To take active part in stimulating and promoting research and studies in ceramics and in the dissemination of the results of these studies.

Section 4. To provide services to hobbyists, industrialists, and businessmen who would like to know ceramics.

Article III - Membership

Section 1. Membership shall be by school or institution.

Section 2. Member school or institution will be represented in meetings of the Association by the school head or his representative.

Section 3. Only schools or institutions offering ceramics as a course are qualified for membership.

Section 4. Membership shall be upon approval of the Board of Directors.

Article IV - Officers

Section 1. There shall be a Board of Directors composed of the representatives of all member schools or institutions.

Section 2. From among the members of the Board, the following officers are elected for a term of one year.

President
Vice-President
Executive Secretary-Treasurer
Promotions Officer
Auditor

Section 3. The President of the Association shall be the Chairman of the Board of Directors and shall preside over the meetings of the Association and the Board of Directors. He shall be the spokesman of the Association.

Section 4. The Vice-President acts as President in the absence or incapacity of the President.

Section 5. The Executive Secretary-Treasurer shall keep the minutes of the meetings of the Association and of the Board and shall be the Custodian of the records and of the funds of the Association.

Section 6. The Promotions Officer shall act as liaison officer between the Association and other organizations, public and private, which have dealings with the Association. He will be responsible for the dissemination of information about the Association.

Section 7. The Auditor will audit the funds of the Association.

Article V - Election and Tenure of Officers

Section 1. The officers of the Association shall hold office for a period of one year.

Section 2. The members of the Board of Directors shall hold office for as long as they are administrators of member schools.

Article VI - Meetings

Section 1. The Association and the Board of Directors may hold meetings at least once a month at a place and date to be designated by the Board.

Section 2. Special meetings shall be held at the call of the President or upon written request of at least three (3) members of the Board, or upon order of the Board of Directors.

Article VII - Dues

Section 1. Institutional membership dues shall be P50 for each institution annually.

Article VIII - Amendment

Section 1. This Constitution may be amended by a vote of two members of the Board of Directors.

Article IX - Rules

Section 1. The Robert Rules of Order shall be the guide of the Association in all its meetings.

Approved this 13th day of February, 1976 in the City of Manila.

Charter Members

<u>School/Institution</u>	<u>Representative</u>
1. Ilocos Norte College of Arts and Trades	Supt. Milarion Agustin
2. La Union School of Arts and Trades	Jesus C. Basc
3. Pangasinan School of Arts and Trades	Estanislao C. Ferrer
4. E. "Oneng" Rodriguez Institute of Science and Technology	Andres Abon
Marikina School of Arts and Trades	Jose D. Alon
Cebu School of Arts and Trades	Supt. Genacio Elmo
Abellana Medical School, Cebu City	Demetrio C. Tongco
Surigao del Norte School of Arts and Trades, Surigao City	Benito P. Salana
Carabaras Sur National College of Arts and Trades	Emmanuelito B. Cansan
Iloilo School of Arts and Trades	Rodolfo O. Salomero
Asia Industry Training Center, BSP	Carlos Dinarin