



February 1, 2023

Dr. Edgardo E. Tulin
President
Visayas State University

Thru: Dr. Beatriz S. Belonias
Vice-President for Academic Affairs and
Chairman, Academic Personnel Board
Visayas State University

Dear **President Tulin**:

Greetings!

This has reference to the request of Dr. Beatriz C. Jadina to go on leave utilizing her accumulated leave credits starting 2nd semester of S.Y. 2022-2023 until December 31, 2023 (please see attached Dr. Jadina's letter).

In view of this, the Department Academic Personnel Committee favorably endorse her request to go on leave. Furthermore, the department would like to request for another Part-Time Instructor to take over the courses handled by Dr. Jadina (please see attached Projected Workload).

We hope that this request merits your approval.

Thank you very much for your continued support.

Very truly yours,

DSS ACADEMIC PERSONNEL COMMITTEE

DEEJAY M. LUMANAO
Member

(Abstain)
BEATRIZ C. JADINA
Member


SUZETTE B. LINA
Head, DSS & Chairperson
Dept Academic Personnel Comm.

Recommending Approval:

VICTOR B. ASIO
Dean, CAFS

BEATRIZ S. BELONIAS
VP for Academic Affairs and Chair, APB

Approved:

EDGARDO E. TULIN
President