



**VISAYAS**  
STATE UNIVERSITY

DEPARTMENT OF  
**ECONOMICS**

Nov. 28, 2025

**DR. PROSE IVY G. YEPES**

President

Visayas State University

Visca, Baybay City, Leyte

**Thru: Dr. Rotacio S. Gravoso**

Vice President for Academic Affairs

**Re: Request to hire 1 Part Timer**

**Dear Dr. Yepes:**

Warmest greetings from the Department of Economics!

The Department Personnel Committee would like to request approval by your office the hiring of 1 Part Timer effective this 2<sup>nd</sup> semester of SY 2025-2026. The Part Timer will handle the courses vacated by Mr. Ian Dave B. Custodio who is pursuing his doctoral degree program at the University of Asia and Pacific, Manila.

Furthermore, some of the department faculty have reduced workload considering that they have other multiple responsibilities in the university. To mention, Dr. Serino is the Vice President for Admin and Finance, Prof. Bulayog is a member of Board of Regent and same time member of different committees in the university. Aside, as head of the Department of Economics, I am also the head of IARO. Likewise, Dr. Lambert is the head of Biodiversity Center. These entails a lot of work to accomplish, hence this request to hire 1 part timer is deemed necessary. Attached is the projected workload of the faculty including the affiliate staff this 2<sup>nd</sup> semester of SY 2025-2026.

Thank you very much and hoping for your favorable approval on this request.

Department Personnel Committee:

  
**ZYRA MAY H. CENTINO**

Member, DPC

  
**ERNESTO F. BULAYOG**

Member, DPC

  
**LEMUEL S. PRECIADOS**

Head & Chairman, DPC

Recommending Approval:

  
**MARK C. RATILLA**

Dean, FME

**ROTACIO S. GRAVOSO**

Vice President for Academic Affairs  
& Chairman, VSU-SC

Approved:

**PROSE IVY G. YEPES**

President



**DEPARTMENT OF ECONOMICS**  
Visayas State University, Baybay City, Leyte  
Email: [doe@vsu.edu.ph](mailto:doe@vsu.edu.ph)  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)



Page 1 of 1  
**FM-VSU-03**  
V4 01-23-2025