



January 30, 2023

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Thru: **Dr. Beatriz S. Belonias**
Vice-President for Academic Affairs

Dear *Dr. Tulin*,

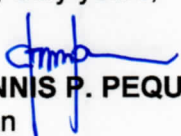
This is to recommend the appointment of **Dr. Eliza D. Espinosa** as **Division Head** of the **Aquatic Ecosystems Division (AED)** of the Institute of Tropical Ecology and Environmental Management (ITEEM), effective January 1, 2023, until December 31, 2023, with appropriate workload units equivalent.

As Division Head of AED, Dr. Espinosa will perform the following responsibilities:


1. Assist the ITEEM Director in performing the overall management of the AED;
2. Spearhead the preparation, screening, and implementation of research and extension projects on aquatic ecosystems;
3. Oversee the implementation of the Institute's Aquatic Ecosystems Component as embodied in the University's Ten-Year Development Plan;
4. Coordinate with other colleges, departments, and units of the University on activities related to aquatic ecosystems;
5. Serve as a member of the ITEEM Personnel Committee.

Thank you very much for your favorable action.

Very truly yours,


DENNIS P. PEQUE
Dean

Conformé:


ELIZA D. ESPINOSA
Associate Professor III, and
Director, ITEEM

Recommending Approval:

BEATRIZ S. BELONIAS
VP for Academic Affairs

c.c.: EDEspinosa; VP-Academic Affairs; Dean, CFES; Head, RSPPRO; ITEEM-file