



INDIVIDUAL FACULTY WORK LOAD

Second Semester A.Y. 2022 - 2023

NAME OF FACULTY	ACADEMIC DESIGNATION	EMPLOYMENT STATUS
ELIZABETH S. QUEVEDO	Assoc. Prof. V	Permanent

I. INSTRUCTION

A. ACTUAL TEACHING

Time	Course No.	Descriptive Title	No. of Hrs.	Units/ Subj	No. of Stud's	M	T	W	TH	F	S	RM	WLU**
7:00-8:30	Chem 138 (R158)	Biochemistry 2	3	3	16	X			X			AC-210	3.99
10:00-11:30	Chem 138 (R081)	Biochemistry 2	3	3	36	X			X			AC-210	3.00
07:00-10:00	Chem 206	Chemistry Inorganic	3	3	2						X	TBA	4.48
TOTAL													11.47

B. STUDENT ADVISING (Thesis/Special Problem/Case Study, Engineering Project, Practice Teaching, On-the Job Training as requirement for graduation. Mark **check** if adviser, chairman or member. (Attach separate sheet if necessary).

B.1 Undergraduate

Names	Adviser	GAC Chairperson	GAC Member	SRC Chairperson	SRC Member	WLU
Laurette Layne S. Gotes	X					.50
Ivy Paguia, Fretzil Roche				X		.50
Merilly Sagliba	X					.50
Rhea Therese Danigoy	X					.50
TOTAL						2.00

B.2 Graduate

Names	Adviser	GAC Chairperson	GAC Member	SRC Chairperson	SRC Member	WLU
Meg Giles Kirby Amistad Tupaz, Cherry Rose B. Daclitan, Nori Elizalde		X				1.50
Bernadith C. Pericano			X			.50
Abelardo, Madhelle O.		X				.50
TOTAL						2.50

II. RESEARCH

Title of the Project/Study	Involvement	Date Started	End Date	Research Assistant (with/without)	Honorarium (with/without)	WLU
Physico-Chemical Properties of the Water in Major River Systems in Leyte	Study Leader 2	1/1/2023	12/31/2023	w/o	w/o	2.0
TOTAL						2.0

Note: List only those with official appointment from the University President.

III. EXTENSION

Title of the Project/Activity	Involvement	Date Started	End Date	Research/ Extension Assistant (with/without)	Honorarium (with/without)	WLU
TOTAL						

Note: List only those with official appointment from the University President.

IV. PRODUCTION(IGP and other university projects)

Title of the Project /Activity	Involvement	Date Started	End Date	Production Assistant (with/without)	Honorarium (with/without)	WLU
TOTAL						

Note: List only those with official appointment from the University President

V. RELATED ACTIVITIES**1. Student Consultation/Counselling**

	No. of Students	WLU
A. As Department Head where Thesis/Special Problem/Case Study, Engineering Project, Practice Teaching, On-the Job Training conducted (0.2/student, max.3.0)	70	0.25
B. As Academic Adviser (Provide list of students as a separate sheet) (0.25/yr level)		
C. As DBGF, Dormitory Adviser, Organization Adviser		
D. As Course Professor/ Instructor (min. of 2 hrs/wk=1 WLU)		
Day Time	56	1.0
Wednesday/Friday 8:00-9:00		
TOTAL		1.25

2. Coordination of Classes (for subjects taught by more than two (2) faculty)

Subjects (Course No. & Descriptive Title)	No. of Faculty	WLU

Note: Only for subject with 3 or more sections handled by 3 or more teachers

3. Committee Involvement (C – Chairperson; M – Member) (Maximum WLU = 5.0)

	Department	College	University	WLU
DoPAC IMs	C		M	0.20
VSU RDC Team				0.50
DoPAC Curriculum Committee	C		M	0.20
Graduate Faculty				0.50
DoPAC RDE Comm	M			0.10
Dept Personnel Committee				0.20
COD/COE Accreditation			C	0.50
DOPAC Graduate Program Admission Committee	C			0.20
VSU Academic Council			M	0.50
DOPAC OJT Coordinator	M			0.10
Waste Management & Pollution Control			M	0.50
TOTAL				3.50

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

Page 2 of 4
FM-VPA-02
V2 10-31-2022

No. 23-09

4. Other Assignment Approved by the University		
a. Member, TWG Bids & Awards Committee		2.0
b. Member, waste Management & Pollution Control		0.5
c. Member, Intellectual property Right		0.5
d. Member, RDEI (Coconut) TWG		0.5
TOTAL		3.5

Note: List only those with official appointment from the University President.

VI. ADMINISTRATIVE DESIGNATION (maximum WLU=18)		
Dept. Head		10.00

SUMMARY OF WORKLOAD		WORKLOAD UNITS
I. INSTRUCTION	Actual Teaching	11.47
	Student Advising	4.50
II. RESEARCH		2.00
III. EXTENSION		
IV. PRODUCTION		
V. RELATIVE ACTIVITIES	1. Student Consultation/Counselling	1.25
	2. Coordination of classes	
	3. Committee involvement (maximum = 5.0)	3.50
	4. Other Assignment Approved by the University	3.50
VI. ADMINISTRATIVE DESIGNATION (maximum WLU=18)		10.00
OVER-ALL TOTAL		36.22

I certify in my honor that the information provided therein are true and correct to the best of my knowledge.
 *Will be submitted to OVPAA in three copies. All WLU are taken from the Guidelines in Determining Faculty Workload.
 **WLU – Workload Unit

Elizabeth S. Quevedo

ELIZABETH S. QUEVEDO

Name and Signature of Faculty

Date: _____

Recommending Approval:

Department Head

Date: _____

MA. THERESA P. LORETO

College Dean

Date: _____

N/A

Director for Academic Affairs

Date: _____

N/A

Chancellor

Date: _____

Reviewed by:

MARIA JULIET C. CENIZA

Vice President for Research, Extension and
Innovation

Date: _____

DILBERTO O. FERRAREN

Vice President for Planning, Resource Generation and
Auxiliary Services

Date: _____

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: _____

**For Component Colleges add the DAA and Chancellors under recommending approval*

**For signatories heading two offices, indicate the two positions below the signature*

to be accomplished in 3 copies

Distribution of copies: 1-OVPAA, 1-Department and 1-Faculty

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Page 4 of 4

FM-VPA-02

V2 10-31-2022

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