



VISAYAS
STATE UNIVERSITY



DEPARTMENT OF
**LIBERAL ARTS &
BEHAVIORAL SCIENCES**

1057

24 May 2023

Dr. Beatriz S. Belonias
Vice-President for Academic Affairs
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Belonias:

Greetings!

I would like to inform your office that the department has twelve (12) DLP/multimedia projectors currently used by the faculty members in their classes. These projectors are insufficient for the 45 faculty we have at present, considering also the number of subjects and students taking the general education courses in the department.

Unfortunately, the department has no funds for this purpose. I am, therefore humbly requesting your office for additional fifteen (15) projectors charged to the University Instruction Fund.

I hope this request merits your favorable action.

Thank you for your continued support in our instructional needs.

Very truly yours,

MARIA VANESSA E. GABUNADA
Head, DLABS

Noted:

MA. THERESA P. LORETO
Dean, CAS

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

4 only. Other
depts. need
these too.



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