



23 November 2019

Prof. Epifania G. Loreto
Head, DCE
VSU, Visca, Baybay City, Leyte

Dear **Prof. Loreto**:

Quoted hereunder for your information is the excerpt of the minutes of the Academic Personnel Board (APB) meeting held on November 21, 2019 which was approved by the University President. Your request to hire additional three regular faculty members to teach lecture and laboratory civil engineering courses, engineering sciences and mathematics for the 2nd Sem. SY 2019-20 since Engr. Andy Phil D. Cortes is on study leave and Engr. Jan Joshua M. Pomida will not renew his appointment was presented and discussed.

Name	Projected Teaching Workload 2 nd Sem SY 2019-20
Instructor 1	20.97
Instructor 2	20.64
Instructor 2	26.91

Thereupon, below is the **APB action**.

APB Resolution No. 846

Series of 2019


Recommending approval for DCE to hire three (3) Substitute Instructors for 2nd Sem SY 2019-20 only. Since the positions are substitute, they are not yet permanently assigned to the department, except for the replacement of Engr. Pomida. Faculty occupying substitute positions cannot be recommended for renewal as the position needs to be re-opened and the incumbent shall compete with other applicants.

November 21, 2019

Certified true and correct:


HONEY SOFIA V. COLIS
Secretary, APB

Attested:


BEATRIZ S. BELONIAS
Chairperson, APB &
Vice-President, Instruction

cc: ODAHRD
OVPI
Records Office
File