



VISAYAS
STATE UNIVERSITY

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27 December 2019

Dr. Analyn M. Mazo

Head, DBS

VSU, Visca, Baybay City, Leyte

Dear **Dr. Mazo**:

Quoted hereunder for your information is the excerpt of the minutes of the Academic Personnel Board (APB) meeting held on December 16, 2019 which was approved by the University President. Request of DBS Personnel Committee to hire one (1) Regular Instructor to replace Prof. Marilyn Oracion and two (2) Substitute Instructors to handle the 57.06 teaching workload units of Mr. Bitacura and Dr. Montes who will be on study leave and sabbatical leave, respectively, this 2nd Sem SY 2019-20 was presented and discussed.

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

APB Resolution No. 887

Series of 2019

Recommending approval for the following: 1) re-opening of one existing Substitute Instructor position; 2) hiring of one Part-time Instructor; and, 3) hiring of one Regular Instructor as replacement of Prof. Marilyn Oracion but only after the approval of VSU's request for the creation of new instructor positions by DBM.

While waiting for the approval, DBS can hire one Part-time Instructor.

December 16, 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