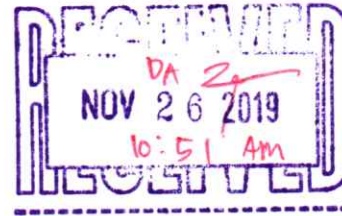




23 November 2019

For filing

Dr. Ulysses A. Cagasan
Head, Dept. of Agronomy
VSU, Visca, Baybay City, Leyte



RECEIVED & READ
SIGNATURE _____ DATE _____

Dear **Dr. Cagasan**:

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. The recommendation of Dept. of Agronomy Personnel Committee on the renewal of appointment of Ms. Loreme S. Cagande, Substitute Instructor, whose appointment will expire on Dec. 31, 2019 was presented and discussed.

Name	TPES Rating (2 nd Sem 2018-19)	Projected Teaching Workload (2 nd Sem 2018-19)
Ms. Loreme S. Cagande	Very Satisfactory-Outstanding	23.72

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

APB Resolution No. 851

Series of 2019

Since the status of employment is Substitute, the position shall be re-opened.

Ms. Cagande can apply and will compete with other applicants.

November 21, 2019

Certified true and correct:

Honey Sofia V. Colis

HONEY SOFIA V. COLIS
Secretary, APB

Attested:

Beatriz S. Belonias

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

cc: ODAHRD
OVPI
Records Office
File