



**VISAYAS**  
STATE UNIVERSITY

**Personnel Records and  
Performance Evaluation Office**

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9 June 2020

**Dr. Charis B. Limbo**

Director, IHK

VSU, Visca, Baybay City, Leyte

Dear **Dr. Limbo**:

Quoted hereunder for your information is the excerpt of the minutes of the Academic Personnel Board (APB) meeting held on May 28, 2020 which was approved by the University President. The request of Institute of Human Kinetics Personnel Committee for two (2) Substitute Instructors and seven (7) Part-time Instructors for SY 2020-2021 due to the increasing number of students this semester, the scheduled sabbatical leave of Prof. Vicente Antipaso, and the study leave of Mr. Andrew A. Mazo was presented and discussed.

Name of Faculty Member	Projected Teaching Workload 1 <sup>st</sup> Sem SY 2020-2021
Sub. Instructor 1	26.98
Sub. Instructor 2	26.25
Part- Time Instructor 1	20.59
Part- Time Instructor 2	20.26
Part- Time Instructor 3	20.76
Part- Time Instructor 4	2.50
Part- Time Instructor 5	2.50
Part- Time Instructor 6	2.50
Part- Time Instructor 7	2.50

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

**APB Resolution No. 140**

Series of 2020

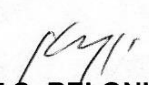
Recommending approval for one (1) Temporary and eight (8) Part-time Instructors to IHK for 1<sup>st</sup>Sem SY 2020-2021. The existing substitute item can be filled up if there is a qualified candidate. The IHK is informed that the positions vacated by Mr. Rick Nanggan and the late Mr. Lomel Abarquez were already replaced by Ms. Annabeth Varron and the substitute teacher, Mr. Dennis Cerna. The institute may hire a lesser number of part-time instructors, take additional loads and avail of overload pay for teaching.

May 28, 2020

Certified true and correct:

  
**HONEY SOFIA V. COLIS**  
Secretary, APB

Attested:

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