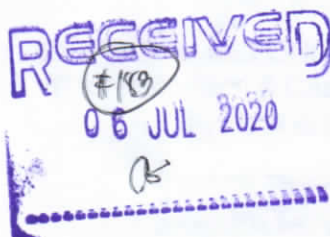




01 July 2020

DR. EDGARDO E. TULIN
President, VSU
Visca, Baybay City, Leyte



Thru: **DR. BEATRIZ S. BELONIAS**
Vice President for Instruction and
Chairman, VSFC-AS



Dear Sir:

The Personnel Committee of the Department of Statistics (DepStat) would like to request permission to hire three (3) Part-time Instructors in Statistics effective July 2020.

At present, there are two (2) faculty members who are still on study leave for their master's degrees (one started in August 2018 while the other in September 2019), one (1) scheduled to go on study leave for her master's degree this September 2020, and one (1) to go on maternity leave starting first week of August 2020. Thus, there are only three (3) faculty members based in DepStat who are dedicated to handling undergraduate major and service courses in Statistics at this time of the pandemic.

Given the time constraint and online skills needed in the preparation of distance-ready instructional materials and virtual classrooms for both old and new courses for the First Semester of AY 2020-2021, DepStat is in dire need of three (3) Part-time Instructors in Statistics to prepare the same and efficiently handle the nine (9) sections in ESci 117 (Engineering Data and Analysis, lecture only), the two (2) sections in Stat 21 (Elementary Statistics, lecture with laboratory), and the one (1) section in Stat 130 (Statistical Methods for Biology, lecture with two (2) laboratory).

Attached is the projected teaching load of the regular, affiliate, and part-time faculty of DepStat for the First Semester of AY 2020-2021 for your reference. Efficiency and quality of teaching during this time of the pandemic were the basic considerations in the distribution of the teaching load.

Hoping for your favorable action on this request. Thank you for the continued support to the provision of quality education in Statistics at VSU especially during this time of the pandemic.

Very truly yours,

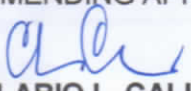
VIRGELIO M. ALAO
Head, DepStat and
Chairman, Department Personnel Committee


JACQUELINE M. GUARTE
Member

NORBERTO E. MILLA
Member

MAY ANN E. PALEN
Member

RECOMMENDING APPROVAL:


CANDELARIO L. CALIBO
Dean, CAS


BEATRIZ S. BELONIAS
VP for Instruction & Chairman, Chairman, VSFC-AS

APB No. 218 S-2020

Recommend to hire 2 part-time Instructional
Dr. Milla should be given additional teaching
workload since he is no longer the Dept. Head.

7/6/20
per

APPROVED:


EDGARDO E. TULIN
President