



VISAYAS
STATE UNIVERSITY

DEPARTMENT OF FOOD SCIENCE & TECHNOLOGY

December 2, 2024

Dr. Prose Ivy G. Yepes
President
VSU, Visca Baybay City, Leyte

Thru: **Dr. Rotacio S. Gravoso**
VP for Academic Affairs, & Chairman, APB

Dear Dr. Yepes,

The Department of Food Science and Technology would like to request the hiring of two (2) part-time instructors for the second semester of Academic Year 2024-2025. Due to increased enrollment and shortage of faculty, the department is facing significant challenges in delivering our courses. Specifically, we have over 272 students in the BS Food Technology program and an additional 212 BS Agribusiness students enrolled in our service course, FTec 150: Introduction to Poultry, Livestock Production, Processing, and Preservation.

This request is based on the following reasons:

1. This coming semester is becoming more challenging for the department due to Engr. Julious B. Cerna's transfer to another institution, in addition to the position vacated by Dr. Amestoso which remains unfilled until the present. Dr. Amestoso & Engr. Cerna were the only faculty in the department who can handle food engineering & related course.
2. Dr. Eileen Cayetano is currently being deloaded due to her complicated pregnancy and she is expected to go on maternity leave during the first quarter of 2025.
3. Our affiliate faculty member, Dr. Ladie Anne Conde, is likewise expected to be on maternity leave in the early months of 2025.
4. Our Food Sensory and Food Microbiology laboratories are both under renovation, forcing us to use temporary but smaller rooms for these laboratory classes necessitating to cut the class size below the minimum size being proposed by the university. With the expected increase in the number of class sections due to reduced number of students per section, additional faculty is to handle the classes.

In summary, the current faculty strength of the department, including existing affiliates cannot handle all our offered food science and technology courses this coming second semester. Hence, this request.



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Attached is the projected workload for the second semester SY 2024-2025 for your reference.
We sincerely hope that you will favorably consider this request.

Thank you very much.

Very truly yours,

THE DFST PERSONNEL COMMITTEE

LORINA A. GALVEZ
Member

IVY C. EMNACE
Member

LYNETTE C. CIMAFRANCA
Chairman & Head, DFST

Endorsed:

SUZETTE B. LINA
Dean, CAFS

Recommending Approval:

ROTACIO S. GRAVOSO
Vice President for Academic Affairs

Approved:

PROSE IVY G. YEPES
President