

Personnel Records and Performance Evaluation Office

Visca, Baybay City, Leyte, Philippines 6521

Tel./Fax: +63 53 563 7323 Email: prpeo@vsu.edu.ph Website: www.vsu.edu.ph

27 December 2019

Engr. Jundy R. Castil Head, DME VSU, Visca, Baybay City, Leyte



Dear Engr. Castil:

Quoted hereunder for your information is the excerpt of minutes of the Academic Personnel Board (APB) meeting held on December 16, 2019 which was approved by the University President. The request of DME Personnel Committee to hire one (1) Substitute Faculty to teach BS Mechanical Engineering and Allied Engineering subjects effective 2ndSem SY 2019-20 was presented and discussed. The request is due to the following reasons:

- a. Two (2) faculty members who are still incompliant with CHED minimum requirement are schedule to pursue their graduate studies
 - Engr. Ayrton John V. Bantay 2ndSem SY 2019-20
 - Engr. Vic Angleo Impas 1stSem SY 2020-21
- b. As per result of recently concluded AACCUP-Prelim Survey Visit (PSV), DME has its weakest area on research and extension. The department commits to strengthen research and extension but this will not be possible if our faculty members will have high teaching loads.
- c. With reduced teaching loads, the faculty members will be able to produce quality instruction manuals that are required by CHED-RQAT for Cert. of Program Compliance (COPC) on BS ME program.

Name of Faculty Member	Projected Teaching Workload 2 nd Sem SY 2019-20
1 Substitute Instructor	22.95

Thereupon, below is the APB action.

APB Resolution No. 894

Series of 2019
Recommending approval for DME to hire one (1) Substitute Instructor for 2nd

Sem 2019-20. December 16, 2019

Certified true and correct:

HONEY BOFIA V. COLIS

Secretary, APB

Attested:

BEATRIZS. BELONIAS

Chairperson, APB &

Vice-President, Instruction

cc: ODAHRD, OVPI, Records Office, File

Vision:A globally competitive university for science, technology, and environmental conservation.

Mission:Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

FM-HRD-12

Rev.: 00

07-16-2019

Page <u>1</u> of <u>1</u>

Control Number: