



VISAYAS
STATE UNIVERSITY

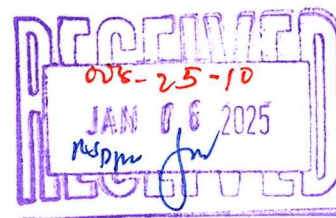
DEPARTMENT OF
**AGRICULTURAL AND
BIOSYSTEMS ENGINEERING**

3 January 2025

DR. PROSE IVY G. YEPES
University President
Visayas State University



Thru: **DR. ROTACIO S. GRAVOSO**
*Vice President, Academic Affairs and
Chairman, VSFC-AS*



Dear **Dr. Yepes**;

Greetings from the Department of Agricultural and Biosystems Engineering!

The undersigned would like to request your good office to request **two (2) part-time instructors**. During the 12th DABE Regular Meeting on 17 December 2024, the Department Personnel Committee reviewed our current staffing needs and collectively recommended the addition of these positions. We believe that hiring these part-time instructors will not only help us manage the increased workload but also enhance the overall student experience by ensuring that we maintain high-quality instruction and support.

Additionally, for your reference, we have attached the projected workload for the second semester, which outlines the necessity for hiring two (2) part-time instructors.

We hope for your continued support and affirmative response to this request.

Thank you very much.

Sincerely yours,

Department Personnel Committee:

ENGR. JUCEL MARIE T. GUATLO
Chairman

ENGR. GERALD D. OMPOD
Member

ENGR. MARJORIE E. TIMBAL
Member

Noted by,

Recommending Approval,

Approved by,

DR. JANNET C. BENCURE
Dean, CET

DR. ROTACIO S. GRAVOSO
VP for Academic Affairs

DR. PROSE IVY G. YEPES
University President



**DEPARTMENT OF AGRICULTURAL AND
BIOSYSTEMS ENGINEERING**
Visayas State University, PQWV+9R Baybay City, Leyte
Email: dabe@vsu.edu.ph
Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1015



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FM-VSU-03
V2 05-09-2023
No. CET.ABE C25-01

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte
[X] Projected [] Actual Workload
2nd SY 2024-2025

College of Engineering and Technology
Department of Agricultural and Biosystems Engineering

NAME OF FACULTY	I. INSTRUCTION							II. RESEARCH & EXTENSION	WLU	III. OTHER RELATED ACTIVITIES	WLU	IV. ADMIN. RESPONSIBILITIES	WLU	Total WLU
	Subject(s) Taught													
	No. of Section	Crs. No.	Descriptive Title	lab/lec	No. of Hrs.	Units	No. of Stud.							
1. GUATLO, JUCEL MARIE T.		ABEn 174	Waste Management Engineering	Lec	2	2		2.66	Bioenergy Generation from Agricultural Wastes and Utilization of its By-products as Organic Fertilizer and Organic Pesticides: Solid biofuels and biomass	3.0	Chairman, Dept. Media Com.	0.20		
		ABEn 174	Waste Management Engineering	Lab	3	1		2.73			Chairman, Dept. International Affairs Com.	0.20		
		ABEn 174	Waste Management Engineering	Lab	3	1		2.40			Adviser, Amaranth	0.20		
		ABEn 158	AB Products Processing and Storage	Lec	2	2		2.66			Member, Dept. Pers. Committee	0.10		
											Member, Dept. RDE Comm	0.10		
											Member, Dept. Curriculum Com	0.10		
											Member, Dept. IM Review Committee	0.10		
											Member, Dept. Scholarship Committee	0.10		
								Dept. Secretary	0.50					
								Co-chairman, VSU Branding Committee	1.00					
							10.45		3.0		2.60	0.00	16.95	
2. OMPOD, GERALD D.		Aeng 40	Fundamentals of Agricultural Engineering	Lec	2	2		2.66	Rice Machineries Operation Training for ABE Faculty and Laboratory Technicians	3.0	Chairman, Student Immersion Advisory Com.	0.2		
		Aeng 40	Fundamentals of Agricultural Engineering	Lec	2	2		2.00			Member, Dept. Media Com.	0.1		
		Esci 124n	Dynamics of Rigid Bodies/ Engineering Mechanics II	Lec	3	3		3.99			Member, Sports and Socio Cultural Com.	0.1		
		Esci 124n	Dynamics of Rigid Bodies/ Engineering Mechanics II	Lec	3	3		3.00			Member, Dept. Pers. Committee	0.1		
		ESci 122n	Computer Aided Drafting	Lab	6	2	50	4.80			Alumni Coordinator	0.2		
		ESci 122n	Computer Aided Drafting	Lab	6	2	50	4.80			Tree-planting coordinator	0.2		
							20.59		3.0		0.90	0.00	24.49	
3. BUCAL, ARGIE R.		ABEn 176	Land & Water Conservation Engineering	Lec	2	2		2.66			Chairman, Sports and Socio-Cultural Com.	0.20		
		ABEn 176	Land & Water Conservation Engineering	Lab	3	1		2.73			Adviser, PSABE- VSUSC	0.20		
		ABEn 176	Land & Water Conservation Engineering	Lab	3	1		2.40			Member, Dept. Media Com.	0.10		

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	Aeng 40	Fundamentals of Agricultural Engineering	Lec	2	2	2.66	✓	Member, Dept. Pers. Committee	0.10			
	ABEn 156	Irrigation and Drainage Engineering	Lec	2	2	2.66	✓					
	ABEn 156	Irrigation and Drainage Engineering	Lab	3	1	2.73	✓					
	ABEn 156	Irrigation and Drainage Engineering	Lab	3	1	2.4	✓					
						18.24	✓	0.0	0.60	0.00	18.84	
4. CASANGCAPAN, MANUEL E.	ABEn 132	Materials and Processes for ABE	Lec	2	2	2.66	✓					
	ABEn 132	Materials and Processes for ABE	Lec	2	2	2.00	✓					
	ABEn 132	Materials and Processes for ABE	Lab	3	1	2.73	✓					
	ABEn 132	Materials and Processes for ABE	Lab	3	1	2.40	✓					
	ABEn 132	Materials and Processes for ABE	Lab	3	3	2.40	✓					
	ABEn 132	Materials and Processes for ABE	Lab	3	3	2.40	✓					
	ABEn 152	Agricultural and Biosystems Machinery and Mechanization	Lab	3	1	2.73	✓					
	ABEn 152	Agricultural and Biosystems Machinery and Mechanization	Lab	3	1	2.40	✓					
						19.72	✓	0.0	0.0	0.0	19.72	
5. SINON, FELICIANO G. (Affiliate)	ABEn 144	AB Structures Engineering	Lec	2	2	2.66	✓					
	ABEn 144	AB Structures Engineering	Lab	3	1	2.73	✓					
	ABEn 144	AB Structures Engineering	Lab	3	1	2.40	✓					
						7.79	✓	0.0	0.0	0.0	7.79	7.79
6. LEORNA, NILO (Affiliate)	ABEn 154	AB Electrification and Control Systems	Lec	2	2	2.66	✓					
	ABEn 154	AB Electrification and Control Systems	Lab	3	1	2.73	✓					
	ABEn 155	AB Electrification and Control Systems	Lab	3	1	2.40	✓					
	ABEn 154	AB Electrification and Control Systems	Lab	3	1	2.73	✓					
	ABEn 155	AB Electrification and Control Systems	Lab	3	1	2.40	✓					
	ABEn 154	AB Electrification and Control Systems	Lec	2	2	2.00	✓					
						14.92	✓	0.0	0.0	0.0	14.92	

7. TAN, DANIEL LESLIE (Affiliate)	ABEn 178	Design and Management of AB Processing System	Lec	2	2		2.66							
	ABEn 178	Design and Management of AB Processing System	Lab	3	1		2.73							
	ABEn 178	Design and Management of AB Processing System	Lab	3	1		2.40							
							7.79	0.0	0.0	0.0	7.46			
8. Affiliate Faculty (Request)	ESci 137	Technopreneurship	Lec	3	3		3.99							
	ESci 137	Technopreneurship	Lec	3	3		3.00							
							11.78 6.99	0.0	0.0	0.0	7.46 6.99			
9. Affiliate Faculty (EJBantay)	ESci 116	Differential Equations	Lec	3	3	30	3.99							
	ESci 116	Differential Equations	Lec	3	3	30	3.00							
	ESci 116	Differential Equations	Lec	3	3	30	3.00							
							8.99 9.99	0.0	0.00	0.00	8.99 9.99			
8. TIMBAL, MARJORIE E.	ABEn 172	Renewable Energy for AB Applications	Lec	2	2		2.66							
	ABEn 172	Renewable Energy for AB Applications	Lab	3	1		2.73							
	ABEn 172	Renewable Energy for AB Applications	Lab	3	1		2.40							
	ESci 122n	Computer Aided Drafting	Lab	6	2	50	5.46							
	ESci 122n	Computer Aided Drafting	Lab	6	2	50	4.80							
							18.05	0.0	0.00	0.00	18.05			
7. LAGUE, MA. NELIA N.	ABEn 184	ABE & Related Laws, Specifications, Contracts & Professional Ethics	Lec	1	1		1.33							
	ABEn 184	ABE & Related Laws, Specifications, Contracts & Professional Ethics	Lec	1	1		1.00							
	ESci 138	Computer Applications in Engineering	Lec	1	1		1.33							
	ESci 138	Computer Applications in Engineering	Lec	1	1		1							
	ESci 138	Computer Applications in Engineering	Lab	6	2		5.46							
	ESci 138	Computer Applications in Engineering	Lab	6	2		4.80							
	ESci 138	Computer Applications in Engineering	Lab	6	2		4.80							
	ESci 138	Computer Applications in Engineering	Lab	6	2		4.80							
							24.52	0.0	0.00	0.00	24.52			

Part-time	Aeng 40	Fundamentals of Agricultural Engineering	Lab	3	1		2.73							
	Aeng 40	Fundamentals of Agricultural Engineering	Lab	3	1		2.40							
	Aeng 40	Fundamentals of Agricultural Engineering	Lab	3	1		2.40							
	Aeng 40	Fundamentals of Agricultural Engineering	Lab	3	1		2.40							
	Aeng 40	Fundamentals of Agricultural Engineering	Lab	3	1		2.40							
	Aeng 40	Fundamentals of Agricultural Engineering	Lab	3	1		2.40							
	ESci 112	Calculus for Engineers I	Lec	3	3	50	3.99							
	ESci 112	Calculus for Engineers I	Lec	3	3	50	3.00							
							21.72	0.0	0.00	0.00	0.00	21.72		
10. Part-time	ESci 134	Fluids Mechanics	Lec	2	2		2.66							
	ESci 134	Fluids Mechanics	Lec	2	2		2.00							
	ESci 134	Fluids Mechanics	Lab	3	1		2.73							
	ESci 134	Fluids Mechanics	Lab	3	1		2.40							
	ESci 134	Fluids Mechanics	Lab	3	1		2.40							
	ABEn 158	AB Products Processing and Storage	Lab	3	1		2.73							
	ABEn 158	AB Products Processing and Storage	Lab	3	1		2.40							
							19.72	0.00	0.00	0.00	0.00	19.72		
						Total	204.95	Total	6.00	Total	4.10	Total	0.00	
												Overall Total	207.40	

Faculty on study leave

- Eldon P. De Padua
- Ma. Grace C. Sumaria

Prepared By:

RUTHELLE MAZO
Dept. Clerk

Recommending Approval:

JUCEL MARIE T. GUATLO
Dept. Head

Reviewed By:

SANTIAGO T. PEÑA JR.
VP, Research, Extension and

MOISES NEIL V. SERIÑO
VP, Planning, Resource

Approved By:

ROTACIO S. GRAVOSO
VP, Academic Affairs