

May 27, 2025

**Dr. Prose Ivy G. Yepes**  
President  
Visayas State University

**Thru: Dr. Rotacio S. Gravoso**  
Vice President, Academic Affairs and  
Chairman, Academic Personnel Board

**Dear Dr. Yepes,**

Please allow us to hire 3 part time Instructors to teach Ag. Botany and Genetics laboratory courses this first semester 2025-2026.

One of our regular/core faculty member, Ms. Julien R. Derooy will be going on maternity leave from July 1, 2025 to September 31, 2025. Her teaching load and research responsibilities will be distributed to the existing regular faculty of the department. Attached is the projected teaching/workload of the core and affiliate faculty of the department this first semester.

Hoping for your consideration to this request.

Very truly yours,

DPBG Personnel Committee:

**LUZ O. MORENO**  
Chairman

**JERRY B. SANGUILLOSA**  
Member

**JULIEN R. DEROY**  
Member

**TRISHIA JADE C. ACILO**  
Member

Noted:

**SUZETTE B. LINA**  
Dean, FAFS

Recommending Approval:

**ROTACIO S. GRAVOSO**  
Vice President, Academic Affairs

Approved:

**PROSE IVY G. YEPES**  
President

