

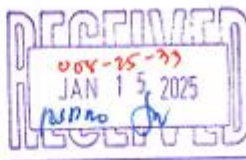


VISAYAS
STATE UNIVERSITY

DEPARTMENT OF
PHYSICS

January 9, 2025

DR. PROSE IVY G. YEPES
President
Visayas State University
Visca, Baybay City, Leyte



Dear **Dr. Yepes**,

Good day!

Based on the projected workload for the upcoming 2nd semester of A.Y. 2024-2025, the department requested additional faculty support, resulting in the approval of two (2) part-time instructors.

However, due to the recent restructuring within the university, several members of our department have been appointed to new administrative positions, as follows:

1. Dr. Rev Rhizza Aure – Dean of the Faculty of Natural Science and Mathematics
2. Asst. Prof. Jeffrey Lloyd Cagande – Director, Alumni and Community Relations
3. Asst. Prof. Hannah Rissah F. Abad – Head, Department of Physics

Additionally, five (5) new sections of ScTS 11a and one (1) section of ESci 114 have been opened for the upcoming semester.

Following a reevaluation of our current workload (please see the attached document), the department respectfully requests the addition of one (1) new part-time faculty member to assist with course delivery. This new position is critical to ensure proper coverage of courses offered by the department.

The department conducted a teaching demonstration and interview process on January 8, 2025, with three applicants. After careful consideration, we recommend that the third-ranked applicant (Mr. Joemar V. Serot) be offered the position.

We kindly request your favorable consideration of this matter and look forward to your response. Thank you for your time and support.

Respectfully,

HANNAH RISSAH F. ABAD
Head, Department of Physics
Chairman, DPhys Personnel Committee

on Teacher's leave
MARLON F. SACEDON
Member, DPC

OLIVER D. SEMBLANTE
Member, DPC

JEFFREY LLOYD L. CAGANDE
Member, DPC

REV RHIZZA L. AURE
Member, DPC

Noted:

Recommending Approval:

REV RHIZZA L. AURE
Dean, FNMS

ROTACIO S. GRAVOSO
VP for Academic Affairs

Approved:

PROSE IVY G. YEPES
President



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Page 1 of 1
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