



EXCERPT FROM THE APPROVED MINUTES OF THE

December 06, 2021 at 9:00 AM

Academic Personnel Board Meeting

ViaGoogleMeet(meet.google.com/ mah-ynuc-kki)

The request of DME personnel committee to hire one substitute Instructor in replacement of Engr. Triponio Solarte Jr. , was presented and deliberated.

Engr. Solarte's appointment is subject for renewal effective January 1, 2022. Unfortunately, he is still undecided on renewing his appointment due to personal reasons. The DME Personnel committee has visited his residence several times to discuss his renewal. But it was observed that he is currently under depression and undergoing personal problems. He was advised for counseling but he is uncooperative to their recommendation and he is also unresponsive to their communications.

The DME Personnel committee understands Engr. Solarte's situation and the problems he is currently undergoing. In addition, Engr. Solarte has some legal responsibilities to the university due to his study leave for his MS in Mechanical Engineering at Mindanao State University. The non-renewal of his appointment will be a much burden for him and to his family, since he has to pay to the university from his study leave contract. As part of assistance, Engr. Solarte was advised to be on leave without pay, but he is unwilling to send communications to the department.

The hiring of a substitute faculty is necessary to cover Engr. Solarte's teaching load for 2nd semester of this SY 2021-2022 especially that the department is currently in preparation for the opening of limited face to face classes. In addition, this request will give him ample time to rest and decide on renewing his appointment.

Thereupon, below is the APB action which was approved by the University President.

APB Resolution No. 534

Series of 2021

Recommending approval to hire one (1) Substitute Instructor subject to submission of written letter from Engr. Solarte that he opts for non-renewal of service due to personal reasons. This action of the APB shall also be referred to the Legal Officer for action regarding Engr. Solarte's contractual obligations for his study leave.

December 06, 2021

Certified True and Correct:


JENNIFER E. ANDO
APB Secretary

cc: **Engr. Jundy Castil, Head, DME**
Atty Rysan C. Guinocor, Chief Legal Officer