

Personnel Records and Performance Evaluation Office

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9 June 2020

Prof. Winston M. Tabada Head, DCST VSU, Visca, Baybay City, Leyte

Dear Prof. Tabada:

Quoted hereunder for your information is the excerpt of the minutes of the Academic Personnel Board (APB) meeting held on May 28, 2020 which was approved by the University President. The request of DCST Personnel Committee to hire three (3) Substitute & two (2) Part-time Instructors for 1st Sem SY 2020-2021 was presented and discussed.

Name of Faculty Member	Projected Teaching Workload 1 st Sem SY 2020-2021
Substitute 1	27.15
Substitute 2	31.88
Substitute 3	26.61
Part-time Instructor 1	30.99
Part-time Instructor 2	30.65

Thereupon, below is the APB action.

APB Resolution No. 151

Series of 2020

Recommending approval for two (2) Substitute and three (3) Part-time Instructors for DCST for 1stSem SY 2020-2021. These 2 substitute positions are the existing Instructor positions presently occupied by substitutes. The existing faculty may consider taking the excess load instead of hiring a partimer, and avail of overload pay.

May 28, 2020

Certified true and correct:

HONEY SOFIA V. COLIS Secretary, APB

Attested:

BEATRIZ/S. BELONIAS Chairperson, APB & Vice-President, Instruction

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.