



**VISAYAS**  
STATE UNIVERSITY

**Personnel Records and  
Performance Evaluation Office**

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9 June 2020

**Ms. Venice B. Ibañez**  
Head, DTHM  
VSU, Visca, Baybay City, Leyte

Dear **Ms. Ibañez**:

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 the Department of Tourism and Hospitality Management Personnel Committee to hire 1 Substitute Instructor and 2 Part-time Instructors for 1<sup>st</sup> Sem 2020-2021 was presented and discussed.

Name of Faculty Member	Projected Teaching Workload 1 <sup>st</sup> Sem SY 2020-2021	Projected Teaching Workload 2 <sup>nd</sup> Sem SY 2020-2021
Substitute Instructor	29.67	31.76
Part time Instructor I	31.37	35.83
Part time Instructor 2	30.78	35.18

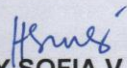
Thereupon, below is the **APB action**.

**APB Resolution No. 130**

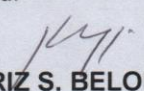
Series of 2020

Recommending approval for one (1) regular Instructor I to teach tourism major courses and two (2) Part-time Instructors to handle other courses. This regular position is DCHM's share of the 50 newly-created positions.  
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.*