

## Personnel Records and Berformance Chaluation Office

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17 December 2019

Dr. Mary Joy M. Abit OIC, DPM VSU, Visca, Baybay City, Leyte

Dear Dr. Abit:

Quoted hereunder for your information is the excerpt of the minutes of the Academic Personnel Board (APB) meeting held on December 9, 2019 which was approved by the University President. The request of Dept of Pest Management Personnel Committee for the hiring of two (2) Part-time Instructors to teach eight laboratory classes of PPrt 21 (Principles of Plant Protection) for 2<sup>nd</sup>Sem SY2019-20 was presented and discussed. Based on the projected enrollees (405 students), the Dept. will be opening 8 lectures and 14 laboratory classes for this course.

Name of Faculty Member	Projected Teaching Workload 2 <sup>™</sup> Sem SY 2019-20
Part-time Instructor 1	9.93
Part-time Instructor 2	9.93

Thereupon, below is the APB action.

APB Resolution No. 862

Series of 2019

Recommending approval for DPM to hire two (2) Part-time Instructors. If it is possible to hire only one (1) Part-time since it is a dis-advantaged to each Part-time Instructor who has limited number of hours of service and provided that the regular faculty members will not be overloaded. Meanwhile, Prof. Lim being the Dept. Head can handle at least 6 hrs per week teaching load.

\*\*December 9: 2019\*\*

Certified true and correct:

HONEY SOFIA V. COLIS

Secretary, APB

Attested

BEATRIZ S BELONIAS Chairperson, APB &

Vice-President Instruction

cc

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Wission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for instantable communities and environment.