



May 11, 2020

Dr. Edgardo E. Tulin
University President
VSU, Visca, Baybay, Leyte

Thru: **Dr. Beatriz S. Belonias**
Vice-President for Instruction &
Chair, University Academic Personnel Board

Dear President Tulin:

The Department Personnel Committee requests approval to hire **six (6) instructors on SUBSTITUTE** status and **twelve (12) on PART-TIME** status for the first semester, SY 2020-2021.


At present, we only have twenty-six (26) regular and three (3) affiliate faculty members who will handle the general education (GE), AB-ELS and graduate courses. We need to hire additional teachers to handle the other general education courses and senior high school subjects. Based on our projection, the department still needs eleven (11) Social Science/Philosophy (5 substitute; 6 part-time) and seven (7) English/Language (1 substitute and 6 part-time) teachers.


Attached is the projected faculty workload for the first semester, SY 2020-2021.

We hope for your positive response to this request.

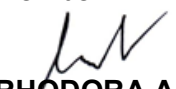
Very truly yours,


The Department Personnel Committee



BELJUN P. ENAYA
Member


DEAN RUFFEL R. FLANDEZ
Member


BETHLEHEM A. PONCE
Member


RHODORA A. BANDE
Member


JETT C. QUEBEC
Member


SEREGENA RUTH L. MARTINEZ
Member

GUIRALDO C. FERNANDEZ, JR.
Chairman



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Recommending Approval:

CANDELARIO L. CALIBO
College Dean

BEATRIZ S. BELONIAS
Vice President for Instruction and
Chair, Academic Personnel Board

Approved:

EDGARDO E. TULIN
President

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.*
