



VISAYAS
STATE UNIVERSITY

DEPARTMENT OF
**COMPUTER SCIENCE
& TECHNOLOGY**

DR. PROSE IVY G. YEPES

President, VSU
Visca, Baybay, Leyte

Thru: **DR. ROTACIO S. GRAVOSO**
Vice President for Academic Affairs
APB Chairman

Dear Dr. Yepes,

Greetings!

This is to request that we be allowed to hire Three (3) Part-time Instructors this Second Semester, AY 2025–2026. Currently, the department has Nine (9) regular instructors. Aside from CS major courses, DCST is also catering to *general education courses* ITec 11 (Living in the IT Era), CSci 21 (Information Technology Concepts and Skills) and *common course* ESci 126 (Computer Fundamentals and Programming). With our current strength, we already have difficulty coping with the workload for instruction so we have no more time to do research and extension. The faculty members of the department cannot fully absorb the assigned tasks as reflected in the attached projected workload for this 1st Semester, AY 2025-2026.

Hoping for your immediate and favorable response to this request. Thank you.

Recommended by:

MAGDALENE C. UNA JAN
Chairman, DPC

JUDE B. ROLA
Member

JONAH FLOR O. MAAGHOP
Member

MICHAEL ANTHONY JAY B. REGIS
Member



**DEPARTMENT OF COMPUTER
SCIENCE AND TECHNOLOGY**
ICT Building, Visayas State University
Visca, Baybay City, Leyte, PHILIPPINES
Telefax: 053 565 0600 local 1022
Email: dcst@vsu.edu.ph
Website: www.vsu.edu.ph



Page 1 of 2
FM-VSU-03
V4 01-23-2025
No. FC.DCST C25-

Recommending Approval:

JUDE B. ROLA
Dean, FoC

ROTACIO S. GRAVOSO
APB Chairperson

Approved:

PROSE IVY G. YEPES
University President