



VISAYAS
STATE UNIVERSITY

DEPARTMENT OF
**DEVELOPMENT
COMMUNICATION**

30 June 2025

JUL 04 2025

Prof. PROSE IVY G. YEPES. EdD.

President

Visayas State University

Visca, Baybay City, Leyte

Through: **Dr. ROTACIO S. GRAVOSO**
Vice President for Academic Affairs



Dear **President Yepes**:

Greetings from the Department of Development Communication!

We respectfully seek your approval for the hiring of **one (1) Part-Time Instructor** in the Department of Development Communication for the First Semester of Academic Year 2025–2026.

This request is anchored on the following justifications:

1. **Continuous growth in undergraduate enrollment.** Over the past years, our Bachelor of Science in Development Communication (BSDC) program has seen a steady increase in student numbers, resulting in the need to open multiple sections for both lecture and laboratory classes to maintain an optimal faculty–student ratio and ensure effective delivery of instruction.
2. **Provision of service courses to other academic units.** The department continues to support VSU Integrated High School through the Media and Information Literacy (MIL) subject and the Department of Agricultural Education and Extension (DAEEEx) through Communication for Extension courses. These service courses are essential components of other programs' curricula and have further contributed to the faculty workload.
3. **Support for senior faculty members with administrative appointments.** Several of our senior faculty members are concurrently holding significant administrative designations at the university level, reducing their available teaching loads. Hiring a Part-Time Instructor will enable the department to allocate these senior faculty to graduate program courses and departmental leadership responsibilities without compromising the quality of undergraduate instruction.
4. **Temporary reduction in regular faculty complement.** One of our core faculty members remains on study leave while completing a Doctor of Communication degree at the University of the Philippines Open University. The absence of this faculty member continues to create a gap in teaching assignments that needs to be addressed to meet program requirements and accreditation standards.



DEPARTMENT OF DEVELOPMENT COMMUNICATION

CHED-COD in DevCom

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The Part-Time Instructor will primarily be tasked to:


1. Prepare and deliver lectures, facilitate laboratory and practicum activities, and develop learning materials for undergraduate subjects assigned to him/her; and
2. Undertake other duties and responsibilities that may be delegated by the Department Head in support of instructional and departmental operations.

In view of these pressing needs and to sustain our commitment to providing quality instruction to our students, we hope for your favorable consideration of this request.

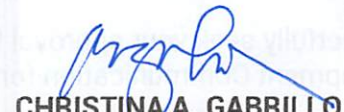
Thank you very much for your continued support to VSU-DevCom!

Respectfully yours,


Department Personnel Committee (DPC):


ULDERICO B. ALVIOLA
Chairman, DPC

(on travel)
JUDE NONIE A. SALES
Member, DPC


CHRISTINA A. GABRILLO
Member, DPC

Recommending Approval:


SUZETTE B. LINA
College Dean

ROTACIO S. GRAVOSO
Vice President for Academic Affairs

Approved:

PROSE IVY G. YEPES
University President



VISAYAS STATE UNIVERSITY
 College of Agriculture and Food Science
 Department of Development Communication
 / Projected / Actual Faculty Workload / First / Second Semester SY 2025-2026

NAME OF FACULTY	I. INSTRUCTION					WLU	II. RESEARCH & EXTENSION		WLU	III. OTHER RELATED ACTIVITIES		WLU	IV. ADMIN. RESPONSIBILITIES		WLU
	No. of Section	Course No.	Descriptive Title	lab/lec	No. of Hrs.		Units	No. of Stud.		WLU			WLU		
Uderico B. Alviria		DevC 143	Risk, Disaster & Humanitarian Comm	Lec	2	2.0	30	2.66	Project Leader, Monitoring the Dissemination	3.0	Academic Adviser	0.25	Head, DDC	5.0	
		DevC 143	Risk, Disaster & Humanitarian Comm	Lab	3	1.0	30	2.73	Adoption of VSU Generated Technologies		Adviser, CAC Student Visual Arts Guild	0.50	Head, Publishing House	5.0	
		DevC 143	Risk, Disaster & Humanitarian Comm	Lec	2	2.0	20	2.7	Project Leader, Strengthening the RDE	3.0	Push Button, Screening Rehearsals Comm.	0.50			
		DevC 143	Risk, Disaster & Humanitarian Comm	Lab	3	1.0	20	2.4	Capability of the VSU		TWG, Gender and Development	0.50			
		DevC205n	Communication Theory	Lec	3	3.0	2	4.19	3.1		Chair, DPC	0.20			
		DevC 200	Undergraduate Thesis			1.0					Chair, GAC	0.20			
		DevC300	Master's Thesis			6.0					Chair, IMS Comm.	0.20			
											Vice President, PACE	1.00			
											President, ADCEP	1.00			
											Regional President, RTSPAA	1.00			
							Total	44.28		6.0	Total	6.35			
											Total	6.35			

